



REQUEST FOR PROPOSALS

Environmental and Cleanup Services Contractor City of Ponderay, Idaho

ELIGIBILITY: Open to environmental contracting companies and contractors with EPA Brownfield technical experience

PROPOSAL DEADLINE: **April 11, 2022, 5:00 PM (PDT)**

SEND MATERIALS TO: Erik Brubaker
Community Development Director
City of Ponderay
288 Fourth Street
P O Box 500
Ponderay, ID 83852

MUST BE CLEARLY MARKED: Request for Proposals for Environmental and Cleanup Services Contractor

FOR MORE INFORMATION: Erik Brubaker
Community Development Director
ebrubaker@ponderay.org
(208) 265-5468

Request For Proposals
Environmental and Cleanup Services Contractor
City of Ponderay, Idaho
RFP Release Date: March 14, 2022
Deadline Due Date: April 11, 2022

1. General Information

1.1 Purpose of this Request for Proposals

The City of Ponderay, Idaho (hereinafter “CITY”) is seeking a qualified environmental consulting firm to provide assistance with environmental assessment and cleanup activities for the CITY’s Ponderay Brownfield Multipurpose Historic Panhandle Smelting & Refining Company Project (Brownfields Project). Assistance may include Phase I and II Environmental Site Assessments, Analysis of Brownfield Cleanup Alternatives (ABCA), Voluntary Remediation Work Plan (VRWP) submittal to the Idaho Department of Environmental Quality (IDEQ) community outreach, and other components of the grant for which funding is secured. This solicitation is being issued to comply with Federal procurement standards outlined in [2 CFR 200.317 – 2 CFR 200.327](#) and [2 CFR 1500](#) that are applicable to hiring of consulting firms to assist communities with grants awarded.

1.2 Background Information

The CITY was selected by the EPA for a Brownfields Multipurpose Grant for planning, assessment, and cleanup in the vicinity of the former Panhandle Smelting and Refining company site. This site lies between the BNSF railroad line and north shore of Lake Pend Oreille. The Pend d’Oreille Bay Trail (POBT) curves along the shoreline of Lake Pend Oreille. While the current trail stretches over 1.5 miles, the final project is envisioned as a 2-mile trail and 15- to 20-acre municipal park system connecting three shoreline communities—Sandpoint, Ponderay and Kootenai. Trail planning and acquisition coincided with the IDEQ strategy for assessing and cleaning up contamination at historical sites within the trail corridor.

In 2008, a coalition consisting of IDEQ, Bonner County, Sandpoint, Ponderay, and Kootenai was awarded a Brownfields Coalition Assessment Cooperative Agreement #2B-00J03401 (POBT Grant) by the EPA to study the extent and nature of potential contamination in the 2-mile corridor. Environmental assessments were undertaken on nineteen (19) properties and identified the need for cleanup at three properties located within the former Panhandle Smelting and Refining Company (Historic Smelter Area). Information of IDEQ’s brownfield program can be sourced here: <https://www.deq.idaho.gov/waste-management-and-remediation/sampling-investigation-and-cleanup/brownfields-in-idaho/>

The POBT Grant environmental assessments can be sourced by submitting an IDEQ public records request: <https://www.deq.idaho.gov/public-records-request/>

In June 2019, the City was selected for the Brownfields Multipurpose Cooperative Agreement and received an invitation to complete a formal grant application for \$840,000 total project funds (\$800,000 EPA hazardous substances funding plus \$40,000 recipient cost share) for a five-year

project period of October 1, 2019 to September 30, 2024. These funds will be used to conduct environmental site assessments and clean up the Historic Smelter Area as described in detail in the Work Plan (**Attachment I**).

The City enrolled its property in IDEQ's Voluntary Cleanup Program (VCP). When the City acquires the privately-owned Historic Smelter Area properties, the City will enroll those properties in the VCP. Information on IDEQ's VCP can be found here: <https://www.deq.idaho.gov/waste-management-and-remediation/sampling-investigation-and-cleanup/voluntary-cleanup-program/>

The City will lead the project with the following personnel:

- Erik Brubaker, Community Development Director: Project Manager and will lead the project and direct its contractor to ensure that all technical, administrative, and financial requirements are met
- Kayleigh Miller, City Planning Director: will provide public engagement support to Mr. Brubaker
- Mayor Steve Geiger, City Ponderay Mayor: will provide guidance and additional project management support
- Stephanie Peterson, City Treasurer and Clerk: financial lead for project

1.3 Type of Contract and Contract Term

The agreement will be on a fixed price basis, with payment terms to be negotiated with the selected offeror.

2. Technical Specifications

2.1 Activities Required Under this Request for Proposals

This RFP is to solicit for a qualified environmental consultant who is expected to provide a wide range of environmental services to CITY. The scope of work to be performed by the contractor at a minimum is expected to include:

- Assist the CITY with budget management tracking of grant funds
- Assist the CITY with property profile entries, quarterly and annual EPA reporting requirements, including but not limited to, submission of reporting requirements through the Assessment, Cleanup, and Redevelopment Exchange System (ACRES)
- Assist the CITY with creation and completion of Site Access Agreements for each site selected for assessment
- Provide grant programmatic and regulatory support as required
- Prepare and maintain schedules and budgets for assessment and /cleanup activities
- Field investigations including sample collection and lab analysis
- Collaboration with property owners
- Interviews with neighboring property owners
- Evaluation of cleanup options and risk assessment analysis and costs
- Develop preliminary budget, financing options and implementation plan for cleanup/reuse
- Redevelopment planning and market research as related to environmental site reuse.

- Preparation of a written Generic Quality Assurance Project Plan (QAPP) in compliance with U.S. EPA regulations
- Preparation of site-specific QAPP Addendum for each property where a Phase II Environmental Site Assessment will be performed
- Perform and complete Phase I and Phase II Environmental Site Assessments, site investigation reports, risk evaluations, ABCAs, IDEQ VRWPs, and other environmental requirements under applicable environmental regulations
- Complete Sampling and Analysis Plan (SAP), Endangered Species Act (ESA) documentation, National Historic Preservation Act (NHPA) documentation, and All Appropriate Inquiry (AAI) checklists for each site assessed
- Perform other eligible assessment activities including, but not limited to, asbestos surveys, mold surveys, lead paint surveys, and Property Condition Assessments (PCAs).
- Attend meetings with the CITY and advisory committees as requested
- Prepare presentations to provide information about the project's progress as requested
- Participate in and coordinate community outreach and public engagement activities as requested
- All work as outlined in the approved EPA Work Plan

2.2 Project Budget

The total Federal share of the EPA Multipurpose Grant is \$ 800,000.00. The CITY's minimum matching contribution is \$40,000. The successful consultant will develop a project specific scope of services to fulfill the project requirements of the brownfield grant funds. The budget for any future related grants or additional work executed under this contract will be negotiated with the consultant if and when such funding becomes available.

3. Response Requirements

3.1 General Expectations

Consultants are asked to submit concise proposals describing their experience with the EPA brownfield program as well as their ability to manage and implement these types of grant funded projects. The response should include a clear outline of how the firm would help the CITY to implement its Brownfields Project and highlight their experience and successes managing EPA Brownfields grants.

3.2 General Process

The CITY will review and evaluate proposals with the following criteria in mind: expertise related to relevant project components; firm and staff experience related to brownfields assessment, cleanup, and redevelopment planning; project approach; ability to facilitate public outreach activities; demonstrated ability to provide comprehensive and innovative environmental services; and project understanding. The CITY reserves the right to accept or reject responses on any basis it deems appropriate.

3.3 Proposals

Responses should include a cover letter and be prepared to fit standard size 8 ½ x 11-inch paper, using Calibri, 11 point font, with 1" margin and no more than fifteen (15) pages, not including Cover Letter (**REQUIRED**) and References. Standard advertising brochures should not be included in the response. The response shall include the following information in the order presented below:

- A. Business Organization
This section shall include the firm's name, areas of expertise, a brief history of the firm, size, office locations, and business addresses. The name, address, and telephone number of a contact person and/or prospective project manager regarding the proposal shall be included.
- B. Qualifications and Capabilities
 - a. General description of firm's history providing EPA brownfields services.
 - b. Project experience in implementing the requirements of EPA grant funded projects including programmatic requirements
 - c. Experience of the firm in completing Phase I and Phase II ESAs, ABCA's, IDEQ VRWPs, and Idaho Department of Lands and US Army Corps of Engineers encroachment permits.
 - d. General description of the firm's services including experience for this contract in providing additional eligible assessment services including, but not limited to, asbestos surveys, asbestos cleanup project design, mold surveys, lead paint surveys, and Property Condition Assessments (PCAs).
 - e. Summary of experience conducting community involvement and engagement activities related to brownfields program
 - f. Knowledge and experience pertaining to EPA and state regulations shall be demonstrated
- C. Technical Approach
 - a. Description of the firm's technical approach to complete the tasks required of EPA brownfield grants funded projects.
- D. Project Staff
 - a. Brief biographical summaries of related experience for staff members working on the project
 - b. Organizational chart
 - c. Resumes for key project personnel assigned to this project. Indicate the project manager who will be responsible for ensuring the project success.
 - d. A summary of professional licensures for proposed staff members
- E. References
 - a. Include three (3) references for which the firm is currently providing or has completed environmental brownfields consulting services. References should include at least one (1) public entity (municipalities, counties, university, etc.). Include descriptions and dates of services provided, reference name, phone number, and email address.

3.4 Terms and Conditions

The process of selecting organizations to provide consultation services for the CITY's benefit requires the accumulation of comprehensive and accurate information to ensure that a knowledgeable, objective decision can be made as well as compliance with Federal procurement standards outlined in 2 CFR 200.317 – 2 CFR 200.327 as well as 2 CFR 1500 for the implementation portion of this proposal and subsequent successful grant applications

The CITY reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject any and all responses deemed unqualified, unsatisfactory, or inappropriate. The CITY reserves the right to reject any or all proposals, to award separate sections, to waive formalities, and to reject non-conforming, non-responsive, or conditional proposals.

Clarification of proposals: the CITY reserves the right to obtain clarification of any point in a Proposer's proposal or obtain additional information. Any request for clarification or other correspondence related to the RFP shall be emailed to Erik Brubaker at ebrubaker@ponderay.org and a response shall be provided within two (2) business days

3.5 Public Information

Documents submitted to the CITY relating to this RFP are subject to requirements of the Freedom of Information Act and may be deemed public records. The CITY will not conduct a formal public opening of submittals though all submittals will be kept on file for review by interested parties in the CITY office at 288 Fourth Street, Ponderay, Idaho 83852.

3.6 Proposal Time Schedule

The anticipated timeline for completion of this request for proposals is outlined below and subject to change without notice:

March 14, 2022: Formal announcement date for RFP

April 11, 2022, 5:00 PM (PDT): Deadline for submittal of proposals

April 18-22, 2022: Interviews (optional)

April 25-29, 2022 : Notification of selection

3.7 Notification of Selection

The CITY anticipates selection of a consultant with City at the end of April, 2022. Should either party fail to execute a contract within sixty (60) days of notification of selection, the CITY reserves the right to rescind the selection and select another qualified RFP respondent.

3.8 Number of Proposals to Submit; Deadline:

One (1) digital (PDF) copy of the proposal must be submitted **by 5:00 PM PDT on April 11, 2022.**

3.9 Late Proposals

Proposals received after the deadline will **not** be considered.

4. Vendor Requirements

Please see [Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#), which describes the financial transactions covered by the competitive procurement requirements and other rules that the CITY must follow when awarding and administering EPA funded contracts.

4.1 Contacting with Disadvantaged Business Enterprises

It is U.S. EPA policy to award a fair share of contracts to disadvantaged business firms. Accordingly, affirmative steps must be taken to ensure that disadvantaged businesses are utilized when possible as sources of supplies, equipment, and services. The CITY will ensure, to the fullest extent possible, that at least the U.S. EPA “fair share” objectives for prime contracts and subcontracts are made available to organizations owned or controlled by socially and economically disadvantaged individuals, women, historically Black colleges, and universities. The contractor shall agree to support the U.S. EPA’s disadvantaged business enterprise contract procurement program ensuring those businesses’ participation in subcontract.

4.2 Equal Employment Opportunity

The contractor agrees to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color creed, religion, national origin, sex, marital status, status regarding public assistance, sexual orientation, disability, or age. When required by law, or request by the CITY, the Proposer shall furnish a written affirmative action plan.

4.3 Insurance Requirements

Prior to award, the successful contractor will be required to furnish evidence of insurance as follows:

- Comprehensive General Liability: minimum \$1,000,000 per occurrence and \$2,000,000 aggregate
- Automobile Liability Insurance: \$1,000,000 Combined Single Limit
- Professional Liability/Errors and Omissions: minimum \$1,000,000 per occurrence
- Workers’ Compensation: Per statute minimums

ATTACHMENT I

City of Ponderay Brownfields Project Work Plan

**EPA REGION 10
BROWNFIELDS MULTIPURPOSE COOPERATIVE AGREEMENT
WORK PLAN**

FOR

**Ponderay Brownfield Multipurpose Historic Panhandle Smelting & Refining Company Project
Project Period (5 years): October 1, 2019 – September 30, 2024
Version 10 - October 24, 2019**

EPA Acceptance of Changes and Approval of Workplan - November 8, 2019



Submitted by

City of Ponderay
288 Fourth Street – PO Box 500, Ponderay, ID 83852

Lead Contact

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WORK PLAN FOR BROWNFIELDS MULTIPURPOSE COOPERATIVE AGREEMENT

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1 INTRODUCTION

1.1 Project Description, Goals and Objectives

The Pend d’Oreille Bay Trail curves along the shoreline of Lake Pend Oreille, the largest natural lake in Idaho and one of the largest inland lakes in North America. Situated within a rare undeveloped corridor on the lake’s northern waterfront, the trail provides a peaceful setting for an easy close-to-town walk or bike with striking views of the lake and surrounding mountains. While the current trail stretches over 1.5 miles, the final project is envisioned as a 2-mile trail and 15- to 20-acre municipal park system connecting three shoreline communities—Sandpoint, **Ponderay** and Kootenai. The completed corridor will provide a pedestrian- and bicycle-friendly route for children and adults to travel through these communities while greatly enhancing public access to the lake’s northern shore. Native plants, fish, and wildlife will also benefit from the permanent protection of the lake’s shoreline and wetlands habitat.

Trail planning and acquisition coincided with the Idaho Department of Environmental Quality’s (IDEQ) strategy for assessing and cleaning up contamination at historical sites within the trail corridor. In 2008, a coalition consisting of IDEQ (lead coalition member and grant recipient), Bonner County, Sandpoint, **Ponderay**, and Kootenai was awarded a Brownfields Coalition Assessment Cooperative Agreement (POBT grant) #2B-00J03401 by the EPA to study the extent and nature of potential contamination in the 2-mile corridor. Assessments were undertaken on 19 properties in 5 zones and identified the need for cleanup at 3 properties.

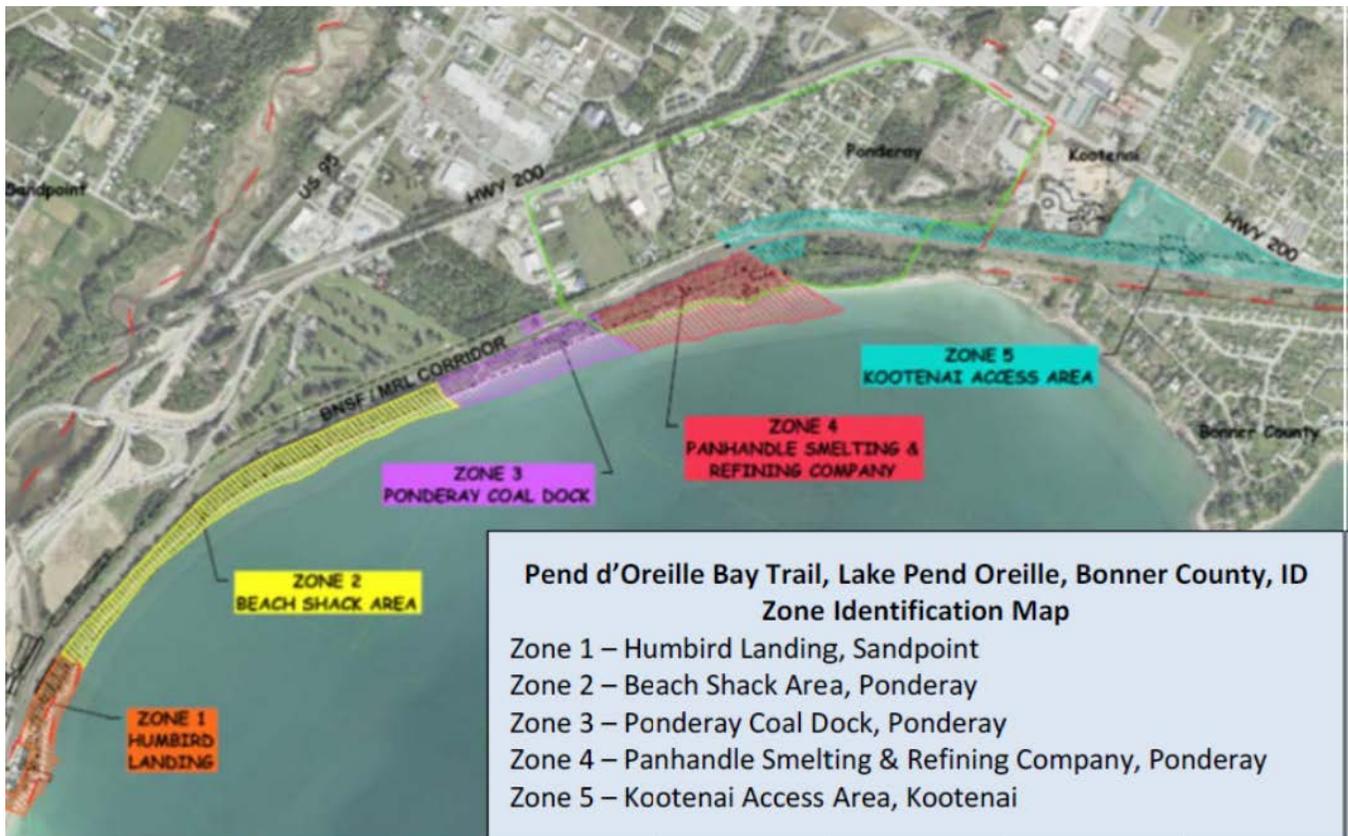


Figure 1: Pend d’Oreille Bay Trail Corridor Zones Identification Map.

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Building on the earlier efforts under the POBT grant, the City of **Ponderay** and its Brownfield Project Team identified one **Focus Area in the City’s Ponderay Village neighborhood**: the **Historic Panhandle Smelting and Refining Company properties**, or “**Historic Smelter Area**” located in POBT Zone 4. The City applied for a FY2019 Brownfields Multipurpose grant for \$800,000 in hazardous substances funding to address much needed brownfield planning, assessment, and cleanup activities within the **Historic Smelter Area**.

In June 2019, the City of **Ponderay** was selected for the Brownfields Multipurpose Cooperative Agreement and received an invitation to complete a formal grant application for \$840,000 total project funds (\$800,000 EPA hazardous substances funding plus \$40,000 recipient cost share) for a five year project period of October 1, 2019 to September 30, 2024. These funds will be used to conduct two Phase I and one Phase II environmental site assessments, development of an area-wide plan, and clean up the **Historic Smelter Area**, which sits along the undeveloped Pend d’Oreille Bay Trail with concrete abutments and a large slag heap —locally known as “Black Rock” on the lake’s edge. Cleanup will address lead and other heavy metals contamination from past operations at the **Panhandle Smelting and Refining Company**.

The **Historic Smelter Area** was developed in 1904 as a lead/silver smelter for local mines and the first ingots were poured June 12, 1907. Production continued until legal action stopped the smelter in July 1907. After a retrofit with roasters and other equipment, the smelter started back up on October 20, 1908, and ran sporadically through March 1909. Salvage crews dismantled the plant and scrapped all salvageable materials in December 1922. Not much remains today, except crumbling foundation walls, brick piles, ore and waste piles, and Black Rock. Because of past smelting activities, the soil in this area contains high levels of lead and other metals.

Under the earlier POBT Grant awarded in 2008, IDEQ’s contractor conducted a Phase II ESA and Risk Evaluation on the **Historic Smelter Area** properties. Findings of this assessment identified that soils in an area of approximately 6 acres across a portion of the area contained heavy metals (primarily lead) at concentrations exceeding EPA Residential Screening Levels (RSLs). Lead levels in surface soils were found as high as 77,100 mg/kg. In May 2012, IDEQ’s contractors completed a supplemental Phase II ESA on the **Historic Smelter Area** properties. The slag dump investigation revealed lead levels as high as 12,200 mg/kg. Groundwater results were found to be below RSLs. Based on information from these investigations, the **Historic Smelter Area** has soil metals concentration that exceeds risk-based standards.

The **Historic Smelter Area** consists of three separate properties. All three of these properties are listed in the EPA Brownfields Assessment, Cleanup and Redevelopment Exchange System (ACRES) database (ACRES); however, only one property is owned by the City of **Ponderay**:

- **Property 14.** ACRES #118401. ACRES Name: POBT Zone 4, Property 14, Tax 91. Total area is 3.35 acres. Owner: City of Ponderay.

The other two properties are owned by private entities. The goal of this grant is to bring that portion of the two private properties impacted by the **Historic Smelter Area** operations into the overall cleanup and revitalization via either fee simple transfers or purchases by the City of **Ponderay**. The two privately owned properties in the Focus Area are:

- **Property 11.** ACRES #118343. Name: POBT Zone 4, PSRC, Martin Property. Total area is 12.85 acres. Owner: Dana L. Martin.
- **Property 15.** ACRES #118761. Name: POBT Zone 4, Property 15, PSRC, BNSF Railway Co., Right-Of-Way. Total area is 4.0 acres. Owner: Burlington Northern Santa Fe Railway Company (BNSF).*

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** **Property 15** is not a Bonner County Parcel but a portion of an existing Burlington Northern Santa Fe Railway Company Lease Tracking No. 500.987 (BNSF Lease) described as real property situated along Line Segment 45, Milepost 2.98 in the BNSF right of way. The BNSF Lease totals 24.39 acres with dimensions measuring approximately 125-feet wide by 8,500-feet long. **Property 15** was created during the EPA site eligibility phase of the POBT grant to identify portions of the BNSF Lease property that were located adjacent to the five POBT “Zones” of historical contamination. The City of **Ponderay** anticipates they will be able to reach an agreement with BNSF for a fee simple transfer of the entire BNSF Lease property during this 5-year multipurpose grant period. **Property 15** will then become a Bonner County parcel after a cadastral boundary survey is completed on a 4.0-acre proportion of the BNSF Lease property having dimensions approximately 125-feet wide by 1,420-feet long. **Property 15** is anticipated to act as a repository and will require an environmental covenant under Idaho’s Uniform Environmental Covenants Act (UECA) (Idaho Statute Title 55 Chapter 30; specifically, 55-3001 through 55-3015).*

The City of **Ponderay** understands that prior to any property transfer, Phase I Environmental Site Assessments (ESAs) must be completed on these properties to meet All Appropriate Inquiries (AAI) and claim bona fide prospective purchasers (BFPP) protection under CERCLA. Additionally, the City will coordinate with EPA on updated and/or new eligibility determinations for these transferred properties after completing Tribal Consultations /Endangered Species Evaluations/National Historic Preservation Act Screens. Once the property eligibility is completed, the City of **Ponderay’s** environmental contractor will undertake a detailed review of existing environmental reports to determine the need for site characterization and/or data gap assessment on the **Historic Smelter Area** properties.

The City of **Ponderay** will enroll the properties in IDEQ’s Voluntary Cleanup Program (VCP) program to develop a cleanup plan, called a Voluntary Remediation Work Plan (VRWP). This work plan is reviewed by IDEQ and made available for public comment. After any comments are satisfactorily resolved, the work plan is approved for implementation. IDEQ provides oversight and assistance throughout the cleanup process. After the cleanup is completed, the participant submits a VRWP Completion Report to IDEQ, and IDEQ issues a Certificate of Completion upon approval. At that point, the participant may request a Covenant Not to Sue from IDEQ. These documents are recorded with the deed to the property.

1.2 Organizational Structure and Responsibilities

The City of **Ponderay** will lead the project. Erik Brubaker, Planning, Parks and Development Director for City of **Ponderay**, will be the project manager. Mr. Brubaker will lead the project and direct its contractor to ensure that all technical, administrative, and financial requirements are met, with support from KayLeigh Miller, Planner. Mayor Steve Geiger will provide additional project management support. Su Warren will be the City of **Ponderay’s** financial lead for the project. The City employs planning, engineering, legal, financial services, and administrative staff to support project implementation and complete EPA-required reporting, ACRES database updates, and financial documents.

The City of Ponderay operates with a staff of three people; therefore, the City may procure one or more contractors as needed to support the various tasks under the cooperative agreement – 1. Project Management; 2. Public Involvement; 3. Site Characterization; 4. Area Wide Planning; 5. Cleanup Planning; and, 6. Cleanup Performance and Completion. This may be accomplished by contracting with one firm with expertise in all of these areas or by contracting with multiple firms.

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The City will also use existing resources as a part of the Brownfield Project Team that are not city staff. These key members of the project team include:

- City Engineer – Jesse Herndon, HMH Engineering, Coeur d’Alene, Idaho
- Project Engineer – Justin Shaw, HMH Engineering, Coeur d’Alene, Idaho
- Brownfields – Steve Gill, Brownfields Analyst, IDEQ Coeur d’Alene Regional Office

Table 1.1 Contact Information: Contact information for Brownfield Project Team identified above is provided below.

Brownfield Project Team			
Personnel Name & Title	Agency	Project Organizational Role	Contact Info
Erik Brubaker <i>Planning, Parks and Development Director</i>	City of Ponderay	Project Manager , lead contact for all project tasks	208-946-1716 planner@ponderay.org
Steve Geiger <i>Mayor</i>	City of Ponderay	The Mayor ensures the project is kept on task with periodic checkpoints and by providing leadership to the council.	208-265-5468 mayor@ponderay.org
Kayleigh Miller <i>Planner</i>	City of Ponderay	Planner Project Team	208-265-5468 klmiller@ponderay.org
Su Warren <i>Clerk Treasurer</i>	City of Ponderay	Finance Administrator Project Team	(208) 265-5468 cityclerk@ponderay.org
Jesse Herndon, <i>City Engineer</i>	City of Ponderay	Project Team	208-635-5825 jherndon@hmh-llc.com
Justin Shaw, <i>Project Engineer</i>	City of Ponderay	Project Team	208-635-5825 jshaw@hmh-llc.com
Steve Gill <i>Brownfields Analyst</i>	IDEQ	Project Team	208-666-4632 Steve.gill@deq.idaho.gov
Environmental, Planning, and Other Contractors To Be Determined (TBD)*			

*Contractor Support and Procurement - The City of Ponderay operates with a staff of three people; therefore, the City may procure one or more contractors as needed to support the various tasks under the cooperative agreement –

1. Project Management;
 2. Public Involvement;
 3. Site Characterization;
 4. Area Wide Planning;
 5. Cleanup Planning; and,
 6. Cleanup Performance and Completion.
- This may be accomplished by contracting with one firm with expertise in all of these areas or by contracting with multiple firms.

The City will solicit contractors in compliance with competitive federal procurement requirements under 2 CFR Part 200 and 2 CFR Part 1500. The City will issue Requests for Proposals and or Requests for qualifications as necessary for contractors who will provide additional technical expertise to complete the planning, assessment, and cleanup project tasks.

The City has identified a number of community partners for collaboration in implementation of this grant. The City will continue to work with Steve Gill, IDEQ regional brownfields analyst, who will provide oversight

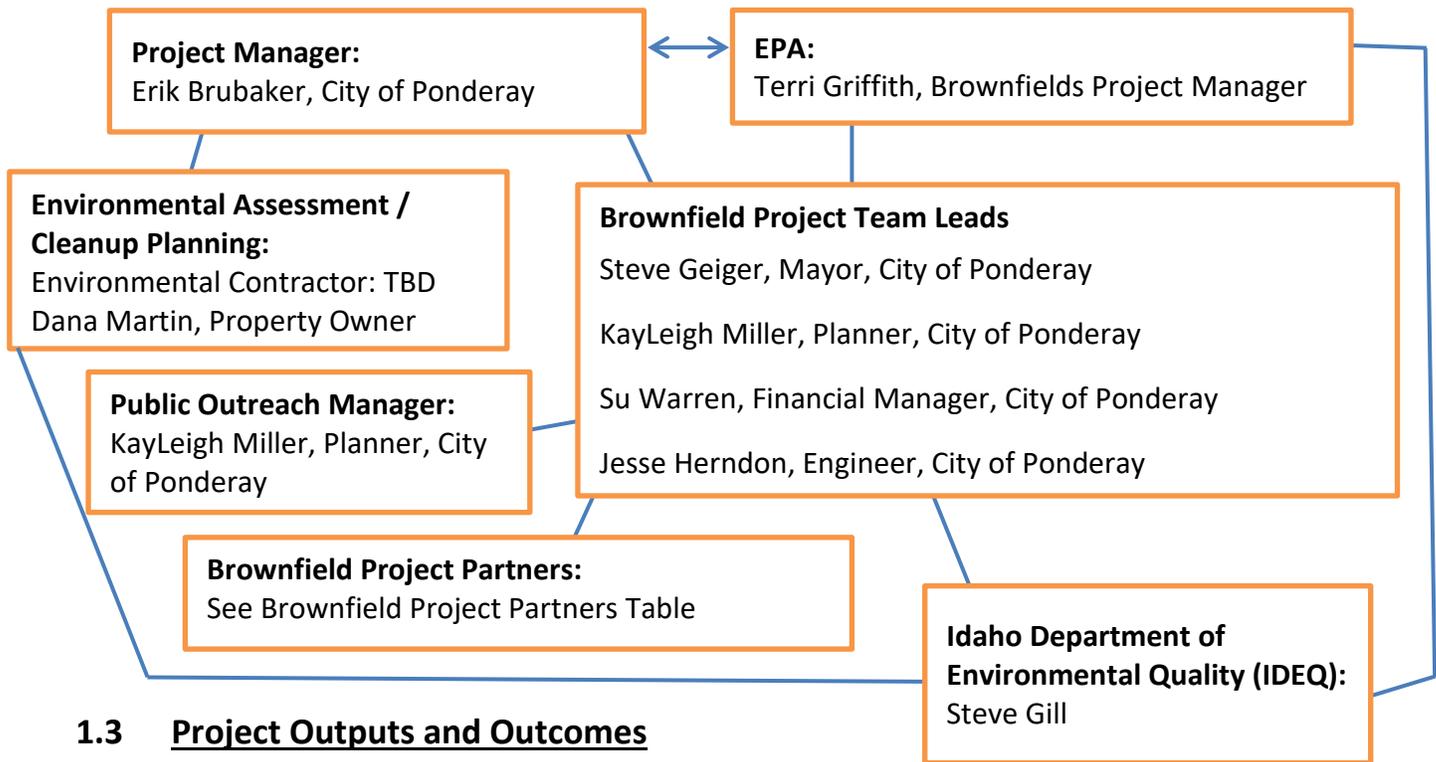
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and assistance throughout the cleanup process via IDEQ’s Voluntary Cleanup Program (VCP). **Brownfield Project Partners** who have agreed to participate in implementation of this grant are included in the table below where their roles in the project are outlined:

Table 1.2 Brownfield Project Partners: Contact information for Brownfield Project Partners is provided below.

Brownfield Project Partners		
Partner Name	Point of Contact	Specific Role in Project
City of Kootenai	Nancy Lewis, Mayor cityclerk@cityofkootenai.org 208-265-2431	As a Partner City, the Mayor Nancy is responsible for assisting with community outreach and assisting with trail extension planning and implementation.
City of Sandpoint	Shelby Rognstad, Mayor mayor@ci.sandpoint.id.us 208-263-3310	As a Partner City, the Mayor is responsible for assisting with community outreach and assisting with trail extension planning and implementation.
Friends of the Pend d’Oreille Trail (FPOBT)	Susan Drumheller susandrumheller29@gmail.com 208-946-0846	FPOBT is responsible for assisting with community outreach and involvement and assisting with trail extension planning and implementation.
Idaho Conservation League (ICL)	Matt Nykiel mnykiel@idahiconservation.org 208-265-9565 ext. 2	ICL is responsible for assisting with community outreach and review environmental cleanup plans.
Idaho Department of Environmental Quality (IDEQ)	Steve Gill Steve.Gill@deq.idaho.gov 208-666-4632	IDEQ project manager will assist the City in managing the grant in accordance with the CA workplan and is responsible for providing oversight and assistance throughout the cleanup process.
Dana Martin	Dana Martin danalmartin17@gmail.com 208-610-0295	Private property owner responsible for the transfer of their Smelter property to the City for the cleanup. Also responsible for their endorsement of the final revitalization plan for the Historic Smelter Area
Burlington Northern Santa-Fe Railway Company (BNSF)	Paula A. Cristina Paul.cristina@bnsf.com 817-352-6316	Mr. Cristina is BNSF director of public private partnerships, responsible for the property transfer and endorsement of the final revitalization plan.
Burlington Northern Santa-Fe Railway Company (BNSF)	Courtney Wallace courtney.wallace@bnsf.com 206-625-6232	BNSF is responsible for Smelter property transfer to the City for cleanup. Also responsible for endorsement of the final revitalization plan and future pedestrian undercrossing of railroad track.
Montana Rail Link (MRL)	Theresa Beckwith tbeckwith@mtrail.com 406-523-1324	MRL is responsible for Smelter property transfer to the City for cleanup. Also responsible for endorsement of the final revitalization plan and future pedestrian undercrossing of railroad track.
US Army Corps of Engineers (USACE)	Craig Brengle, Natural Resource Manager Albeni Falls Dam 208-437-7225	USACE is responsible for permitting any encroachment activities in, on or over navigable lakes and operates Albeni Falls Dam, which regulates Lake Pend Oreille’s level.
Idaho Department of Lands (IDL)	Todd Drage, IDL tdrage@idl.idaho.gov 208-334-0200 Justin Eshelman, IDL Permitting 208-263-5104	IDL is responsible for overseeing a permanent source of funding for reclaiming abandoned mines known as the: Abandoned Mine Land Program. IDL is also responsible for permitting any encroachment activities located in, on or over navigable lakes.

Organizational Chart



1.3 Project Outputs and Outcomes

The term “outputs” refers to an environmental activity, effort and/or associated work products related to an environmental goal or objective that will be produced or provided over the life of this grant and/or by a specified date. Outputs may be quantitative or qualitative but must be measurable during the project period. Anticipated environmental outputs for the project are summarized in Table 1.

Table 1.3 Summary of Project Outputs.

OUTPUTS	GOAL
Number of Eligibility Determinations Completed	2 haz. substance
Number of Phase I Environmental Site Assessments Completed	2 haz. substance
Number of Sampling and Analysis Plans Completed	1 haz. substance
Number of Tribal Consultations/Endangered Species Evaluations/ National Historic Preservation Act Screens Completed	2 haz. substance
Number of Phase II Environmental Site Assessments Completed	1 haz. substance
Number of Revitalization Plans/Site Re-Use Plans Completed	1 haz. substance
Number of Community Public Meetings Held	11 public meetings
Number of Properties Enrolled in IDEQ VCP Program	3 haz. substance
Number of City Council Meeting Public Updates	20 Council meetings
Number of Performance Reports - Quarterly Reports & Final Report	20 Quarterly Reports + 1 Final Report
Number of Fact Sheets for Assessed Properties	9 Fact Sheets
Public Involvement Plan (PIP)	1 Plan
Quality Assurance Project Plan (QAPP)	1 QAPP
Cleanup Workplan via IDEQ Voluntary Remediation Work Plan	1 VCP Work Plan

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Outcomes refer to the result, effect, or consequence that will occur from carrying out the activities or outputs of the project. Outcomes may be environmental, behavioral, health-related or programmatic; must be quantitative; and may not necessarily be achievable during the project period. The City and their Brownfield Project Partners plan to work with the EPA to demonstrate the impact of assessing and cleaning up brownfields by measuring outcomes for each of the items listed below.

- Eliminating contamination and health risks to sensitive populations, as well as low-income families who are being exposed to hazardous materials when they access the **Historic Smelter Area**;
- Providing the opportunity for recreation and safe public access to Lake Pend Oreille for low to moderate income families who cannot afford to own waterfront or are not permitted access;
- Creating a potential non-motorized transportation link between Sandpoint, Ponderay, and Kootenai that can be used by people to walk or bike to and through the communities,
- Providing a safe alternative to walking/biking along the hazardous Highway 200 shoulder;
- Providing economic opportunity for Ponderay by making the shoreline a safe, attractive and affordable destination for visitors and residents to enjoy healthy outdoor recreation and increasing the potential for private economic development in the Ponderay Village neighborhood.
- Amount of Public Funding and Private Investment Leveraged
- Number of Vacant or Tax Delinquent Properties Assisted
- Number of Jobs Created
- Number of Community Members Engaged
- Number of Acres Made Ready for Reuse

2 PROJECT TASK DESCRIPTIONS

During the implementation of each of the tasks described below, the City will strive to integrate aspects of sustainability to the maximum extent practicable. For example, reductions in the environmental footprint of site work can include:

- Utilizing fuel efficient vehicles;
- Reducing miles traveled while conducting site work;
- Purchasing or leasing more sustainable equipment, supplies, and services;
- Implementing sustainable materials management practices (reduce, reuse, recycle);
- Considering efficiencies to traditional travel; and
- Implementing practices that directly reduce water, materials, climate, energy, or air impacts.

2.1 TASK 1 – PROJECT MANAGEMENT AND REPORTING

2.1.1 Project Management

The City will be the lead agency tasked with project management. **Ponderay** Project Manager Erik Brubaker will lead project oversight and ensure that the project is completed in accordance with this work plan. Financial Compliance Officer Su Warren will lead financial management aspects of the project, and ensure compliance with all EPA administrative terms and conditions included in the cooperative agreement award document as well as the EPA general administrative terms and conditions applicable to all EPA grant awards which are incorporated by reference in the award document and that can be found at:

<https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-october-1-2018>

Work Lead: City of Ponderay will lead the Project Management and Reporting Task with support from the Contractor(s) competitively procured to support the project activities.

2.1.2 Project Reporting – Periodic

Progress reports will be prepared and submitted to EPA on a quarterly basis (due within 30 days of the end of each federal fiscal quarter) by the City of Ponderay. These reports will describe the progress made for each task defined in this Work Plan and additional information as required in EPA's Cooperative Agreement Terms and Conditions. The reports will be submitted electronically to the EPA Project Manager by email unless another arrangement is discussed and approved by EPA (e.g. submission of project reports via ACRES).

Federal Financial Reports (SF425) are required to be submitted annually and at the end of the cooperative agreement (within 90 days of the end of each reporting period).

Disadvantaged Business Enterprises (DBE/MBE/WBE) Reports will be prepared and submitted to EPA annually within 30 days of the end of the fiscal year (by October 30).

Online ACRES reporting will be completed to document the initiation and completion of site-specific assessment and cleanup activities as well as periodic interim updates as needed to reflect additional information and related leveraging efforts.

2.1.3 Project Team & Partners Training/Travel

City of **Ponderay** plans to use grant funds for two key personnel from either our **Brownfield Project Team** or our **Brownfield Project Partners** to attend two national and two regional EPA Brownfields conferences during the grant term.

One of the four trips planned is to the EPA 2019 National Brownfields Training Conference in Los Angeles, CA - December 10-13, 2019. Locations of the other 3 conferences are still to be determined and will be approved by the EPA Project Manager individually throughout the cooperative agreement performance period as requested by the City of Ponderay Project Manager.

2.1.4 Contractor Procurement

The City of **Ponderay** plans to undertake a competitive qualifications-based procurement and evaluation process in accordance with our own procurement procedures and with 2 CFR Part 200 Uniform Administrative Requirements for Grants and Cooperative Agreements for Federal Awards and EPA specific Regulations for Grants and Agreements at 2 CFR Part 1500.

The City of Ponderay operates with a staff of three people; therefore, the City may procure one or more contractors as needed to support the various tasks under the cooperative agreement – 1. Project Management; 2. Public Involvement; 3. Site Characterization; 4. Area Wide Planning; 5. Cleanup Planning; and, 6. Cleanup Performance and Completion. This may be accomplished by contracting with one firm with expertise in all of these areas or by contracting with multiple firms.

The contractor(s) 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. The selection process will include developing a Request for Qualifications (RFQ) that will stipulate the preferred qualifications for qualified candidates. The RFQ process will be commenced as soon as the final work plan is

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approved. A panel of our **Brownfield Project Team** and **Brownfield Project Partners** will review the proposals. Administrative expenses incurred for the selection process will be covered by the City.

2.1.5 Final Performance Report

The City of Ponderay will prepare a final performance report and submit it to our EPA Brownfields Project Manager within 90 calendar days after the expiration or termination of the award. The report will be provided to the Project Manager electronically. The report will generally contain the same information as the Quarterly Progress Reports, and will cover the entire project period and will include before and after photos of the assessment or cleanup of the site. The Final Performance Report will specifically address lessons learned by our **Brownfield Project Team** in implementing the brownfields multipurpose successes achieved and a summary fact sheet of the project.

2.2 TASK 2 – PUBLIC INVOLVEMENT

2.2.1 Public Outreach and Involvement

The **Ponderay Brownfield Multipurpose Grant** is part of the larger POBT project that began in 2008. Due to the success of the POBT project a synergy focused on public outreach and involvement exists from not only the City and **Brownfield Project Partners** but the community as whole. This includes former POBT Coalition member cities Sandpoint and Kootenai, Bonner County and the Friends of Pend d' Oreille Bay Trail (<https://pobtrail.org/>).

Within six hours of this grant award announcement, the Bonner County Daily Bee interviewed both Erik Brubaker and Steve Gill for an article published on June 6, 2019: https://www.bonnercountydailybee.com/local_news/20190606/ponderay_wins_grant_for_black_rock-cleanup

The City of **Ponderay** will prepare a separate Public Involvement Plan (PIP) detailing our outreach plans and submit it to our EPA Brownfields Project Manager within the first four months of the cooperative agreement. As part of that PIP, Kayleigh Miller and Steve Gill, IDEQ, will be the designated Ponderay Brownfield Multipurpose Grant spokespersons.

An information repository (IR) shall be established at both the City of **Ponderay** and IDEQ's Coeur d'Alene Regional Office for all information pertaining to the project to be readily available to interested parties. The location of the repository will be clearly stated in all public announcements. Materials to be included in the administrative record include: cooperative agreement work plan, site investigation reports, any proposed cleanup plans, IDEQ Voluntary Remediation Work Plan (VRWP) – IDEQ's version of an Analysis of Brownfields Cleanup Alternatives (ABCA), cleanup standards referenced, and responses to public comments.

Objective: To inform and seek input from the community affected by the project.

Work Lead: City of Ponderay will lead public involvement and will be supported by our Environmental Contractor, IDEQ's VCP staff and **Brownfield Project Partners**.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATE(S)
Website Updates/General Information Sharing	On-going throughout grant period
Public Project Kickoff Planning Meeting	December 2019
Public Involvement Plan	December 2019
Program Brochures/ Fact Sheets	On-going throughout grant period
Press Releases to Local Media	On-going throughout grant period
Community Public Meetings	1 per year; 12/1/19 through 12/31/24
Annual Ponderay Neighbor Day Project Update	1 per year; 9/30/19 through 9/30/24

2.2.2 Public Notice and Comment

In beginning implementation of the grant, the City of **Ponderay** will prepare brochures, stakeholder meetings, project signboards and other appropriate methods may be used to keep the public informed of the status of this project in general and of revitalization activities and results. Public meetings provide stakeholders an opportunity to comment on the proposed cleanup and revitalization plans and may be used on a quarterly basis depending on public interest. Outreach may also include participation in regularly scheduled meetings such as City Council meetings, County Commissioners meetings, planning meetings, neighborhood meetings or other mechanisms which encourage interactive communication about the project.

The City of **Ponderay** will enroll the **Historic Smelter Area** properties that require remediation into IDEQ’s Voluntary Cleanup Program (VCP) program to develop a cleanup plan, called a Voluntary Remediation Work Plan (VRWP). Within thirty (30) days of receiving the proposed Workplan, IDEQ will initiate the public notification and comment requirements under Idaho Code. No later than fifteen (15) days after the close of the public comment period, IDEQ may, in accordance with Idaho Code schedule a public hearing if more than 25 comments are received. After comments are satisfactorily resolved, the work plan is approved for implementation.

2.2.3 Project Updates and Other Public Information

The City and IDEQ’s websites will be cross-linked with each other to increase awareness of both organizations **Ponderay Brownfield Multipurpose Grant** updates. The City designated Kayleigh Miller and Steve Gill, IDEQ as the spokespersons for this project. They will be responsible for responding to general questions and inquiries from the public and the media for this project.

2.3 TASK 3 – SITE INVENTORY AND/OR CHARACTERIZATION

2.3.1 Site Inventory

Under the 2008 **POBT Grant**, the City of **Ponderay** with POBT Coalition partners IDEQ, the cities of Sandpoint and Kootenai, and Bonner County developed a GIS-based brownfield inventory. The POBT inventory includes nineteen properties totaling 91.25 acres.

2.3.2 Candidate Site Identification

Our **Focus Area** for the **Ponderay Brownfield Multipurpose Grant** is the three separate properties found in POBT Zone 4 that comprise the **Historic Smelter Area**:

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- **Property 14.** ACRES #118401. ACRES Name: POBT Zone 4, Property 14, Tax 91. Total area is 3.35 acres. Owner: City of Ponderay.
- **Property 11.** ACRES #118343. Name: POBT Zone 4, PSRC, Martin Property. Total area is 12.85 acres. Owner: Dana L. Martin.
- **Property 15.** ACRES #118761. Name: POBT Zone 4, Property 15, PSRC, BNSF Railway Co., Right-Of-Way. Total area is 4.0 acres. Owner: Burlington Northern Santa Fe Railway Co.*

* **Property 15** is not a Bonner County Parcel but a portion of an existing Burlington Northern Santa Fe Railway Company Lease Tracking No. 500.987 (BNSF Lease) described as real property situated along Line Segment 45, Milepost 2.98 in the BNSF right of way. The BNSF Lease totals 24.39 acres with dimensions measuring approximately 125-feet wide by 8,500-feet long. **Property 15** was created during the EPA site eligibility phase of the POBT grant to identify portions of the BNSF Lease property that were located adjacent to the five POBT “Zones” of historical contamination. The City of **Ponderay** anticipates they will be able to reach an agreement with BNSF for a fee simple transfer of the entire BNSF Lease property during this 5-year multipurpose grant period. **Property 15** will then become a Bonner County parcel after a cadastral boundary survey is completed on a 4.0-acre proportion of the BNSF Lease property having dimensions approximately 125-feet wide by 1,420-feet long. **Property 15** is anticipated to act as a repository and will require an environmental covenant under Idaho’s Uniform Environmental Covenants Act (UECA) (Idaho Statute Title 55 Chapter 30; specifically, 55-3001 through 55-3015).

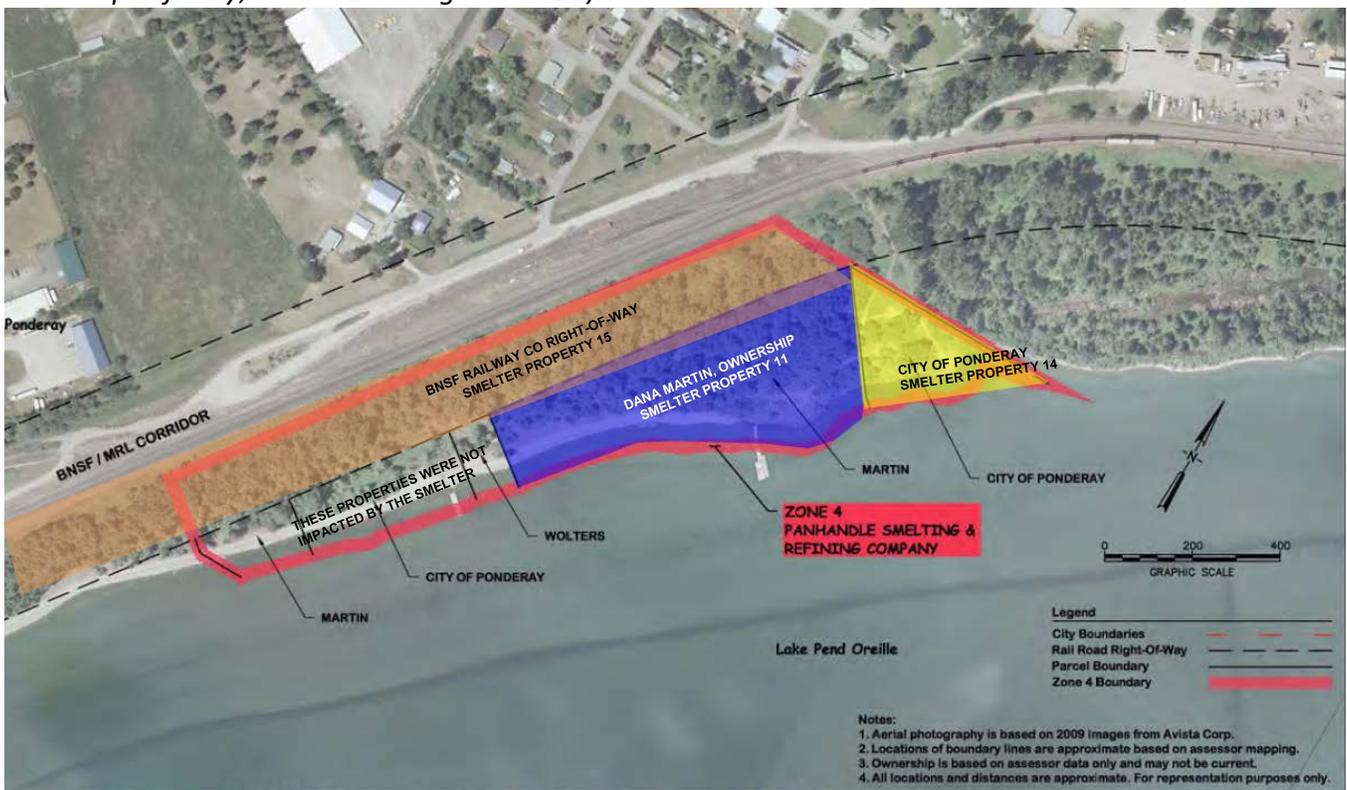


Figure 2: Properties located within the Historic Smelter Area of the Pend d’Oreille Bay Trail Corridor.

2.3.3 Site Characterization – Phase I Assessment

The goal of this grant is to bring the two private properties impacted by the **Historic Smelter Area** operations, **Property 11** and **Property 15**, into the overall cleanup and revitalization via either fee simple transfer or purchase by the City of Ponderay. To accomplish this task the City of **Ponderay**

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plans to complete two (2) Phase I Environmental Site Assessments (ESAs) on the privately owned **Historic Smelter Area** properties. Prior to initiating a Phase I ESA, an eligibility determination will be prepared and submitted to the EPA for review and approval. Phase I ESAs will be performed in accordance with the All Appropriate Inquiries (AAI) Final Rule and the ASTM International E1527-13 Phase I ESA standard. All AAI final reports produced will comply with 40 CFR Part 312. All AAI reports submitted to the EPA will be accompanied by a completed “AAI Reporting Requirements Checklist”.

The checklist is available on the EPA website at <https://www.epa.gov/brownfields/brownfields-all-appropriate-inquiries-rule-reporting-requirements-checklist-assessment> or <https://www.epa.gov/sites/production/files/2014-08/documents/aa1-reporting-fact-sheet-and-checklist-062111-final.pdf>.

Once the Phase I ESAs are completed, the City plans to enroll **Properties 11, 14 and 15** into IDEQ’s Voluntary Cleanup Program. The City will submit an application providing information about the site ownership, location, and history, and a \$250 application fee per property to IDEQ. If IDEQ determines the site and the City are eligible, the City then enters into a Voluntary Remediation Agreement (VRA) with IDEQ and pays an initial \$2,500 deposit for **IDEQ’s oversight costs. IDEQ’s VRA will group all 3 properties into a single cleanup.**

IDEQ Oversight costs shall include the following:

- The review, processing and negotiation of the voluntary remediation agreement;
- The review, processing and negotiation of the voluntary remediation work plan;
- Conducting public hearing and dissemination of public notices;
- Oversight of work performed in accordance with the voluntary remediation work plan;
- Issuance of the certificate of completion;
- Issuance of a covenant not to sue;
- Administrative expenses associated with cost recovery activities.

Objective: To evaluate the environmental condition of the **Historic Smelter Area** properties that are currently privately-owned, **Property 11** and **Property 15** based upon historical and environmental database research and a site visit.

Work Lead: Our Environmental Contractor will lead Phase I ESA technical work. City of Ponderay and IDEQ will review each deliverable.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Eligibility Determinations	10/1/19 through 7/31/24
Phase I ESA Reports with AAI Checklists	11/1/19 through 8/31/24
Enroll Historic Smelter Area Properties 11, 14 and 15 into IDEQ’s VCP Program (requires \$250 application fee)	1/31/20 through 8/31/20
Complete IDEQ Voluntary Remediation Agreement for the Cleanup of Historic Smelter Area Properties 11, 14 and 15 (requires \$2,500 oversight fees described above)	5/31/20 through 8/31/22

2.3.4 Site Characterization – Phase II Assessment

The City of **Ponderay**'s environmental contractor will undertake a detailed review of existing Phase II ESA's completed under either the 2008 POBT grant or IDEQ's STRG program to determine the need for site characterization and/or data gap assessment on the privately-owned **Historic Smelter Area** properties, **Property 11** and **Property 15**, once the Phase I ESAs are completed and the properties have been transferred and/or purchased by the City.

Objective: To 1) assess conditions, 2) evaluate risks to human health and the environment, 3) prepare for cleanup planning , and 4) facilitate property transfers and redevelopment on the privately-owned **Historic Smelter Area** properties, **Property 11** and **Property 15**, that were previously not assessed (**Property 15**) and/or in need of data gap assessment (**Property 11**) under the POBT grant and/or IDEQ's STRG by completing a cadastral boundary survey on Property 15*.

****Property 15** is not a Bonner County Parcel but a portion of an existing Burlington Northern Santa Fe Railway Company Lease Tracking No. 500.987 (BNSF Lease) described as real property situated along Line Segment 45, Milepost 2.98 in the BNSF right of way. The BNSF Lease totals 24.39 acres with dimensions measuring approximately 125-feet wide by 8,500-feet long. **Property 15** was created during the EPA site eligibility phase of the POBT grant to identify portions of the BNSF Lease property that were located adjacent to the five POBT "Zones" of historical contamination. The City of **Ponderay** anticipates they will be able to reach an agreement with BNSF for a fee simple transfer of the entire BNSF Lease property during this 5-year multipurpose grant period. **Property 15** will then become a Bonner County parcel after a cadastral boundary survey is completed on a 4.0-acre proportion of the BNSF Lease property having dimensions approximately 125-feet wide by 1,420-feet long. **Property 15** is anticipated to act as a repository and will require an environmental covenant under Idaho's Uniform Environmental Covenants Act (UECA) (Idaho Statute Title 55 Chapter 30; specifically, 55-3001 through 55-3015).*

Work Lead: Our Environmental Contractor will lead Phase II ESA technical work. City of **Ponderay**, **EPA** and **IDEQ** will review each deliverable.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Revised Eligibility Determination	12/1/20 through 7/31/23
Quality Assurance Project Plan (QAPP) Includes SAP	10/1/20 through 7/31/23
Health and Safety Plan (HASP)	10/1/20 through 7/31/23
Endangered Species Act and NHPA Deliverables	10/1/20 through 7/31/23
Phase II ESA Report	4/1/21 through 8/31/23

2.3.5 Endangered Species Act and National Historic Preservation Act Requirements

EPA has certain requirements under the Endangered Species Act (ESA) and National Historic Preservation Act (NHPA), which EPA must meet before giving approval to proceed with field work under the cooperative agreement. The City of **Ponderay** with assistance from IDEQ will assist the EPA in fulfilling this requirement by conducting the following:

- Providing the location of the property being assessed;

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- Identifying any threatened or endangered species or habitat that may be adversely affected by the project;
- Identifying any cultural resources that may be adversely affected by the project;
- Conferring with the Idaho State Historic Preservation Office regarding cultural resource affects, if any; and
- Consulting with both the Kalispel Tribe of Indians and the Coeur d’Alene Tribe regarding cultural resource affects, if any.

Objective: To meet ESA and NHPA requirements.

Work Lead: Our Environmental Contractor will lead ESA and NHPA requirements work. City of Ponderay and IDEQ will review each deliverable prior to submitting to EPA Project Manager.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Endangered Species Act and NHPA Deliverables	10/1/20 through 7/31/23

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

The City of **Ponderay** will prepare a Quality Assurance Project Plan (QAPP) to govern quality assurance and quality control for all sampling. The site characterization and/or data gap assessment on the **Historic Smelter Area** properties, **Property 11** and **Property 15**, will be undertaken once the Phase I ESAs are completed and the properties have been transferred and/or purchased by the **City**. The **City** will also have our Environmental Contractor prepare and follow an OSHA-compliant Health and Safety Plan (HASP). A copy of each HASP will be provided to the EPA Brownfields Project Manager for inclusion in the cooperative agreement file.

The **City** will submit the QAPP to our EPA Project Manager and will allow at least **4-6 weeks** for turnaround time and plan to include additional time for making changes to the QAPP upon EPA review.

The **City’s** contractor will prepare a Sampling and Analysis Plan (SAP) addressing the property where Phase II ESA work is anticipated that will be submitted to EPA and IDEQ for review prior to conducting any field activities.

The **City’s** contractor will prepare and follow an OSHA-compliant Health and Safety Plan (HASP). A copy will be provided to the EPA Project Manager for inclusion in the cooperative agreement file.

Objective: To meet quality assurance and quality control for all sampling.

Work Lead: Our Environmental Contractor will lead QAPP, SAP and HASP requirements work. City of Ponderay and IDEQ will review each deliverable prior to submitting to EPA Project Manager.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Quality Assurance Project Plan (QAPP)	10/1/20 through 7/31/23
Sampling and Analysis Plan (SAP)	10/1/20 through 7/31/23
Health and Safety Plan (HASP)	10/1/20 through 7/31/23

2.3.7 Integrating Sustainability

During the implementation of each of the tasks described below, the City of **Ponderay** will strive to integrate aspects of sustainability to the maximum extent practicable. For example, reductions in the environmental footprint of site work can include:

- Utilizing fuel efficient vehicles;
- Reducing miles traveled while conducting site work;
- Purchasing or leasing more sustainable equipment, supplies, and services;
- Implementing sustainable materials management practices (reduce, reuse, recycle);
- Considering efficiencies to traditional travel; and
- Implementing practices that directly reduce water, materials, climate, energy, or air impacts.

2.4 TASK 4 – AREA WIDE PLANNING

Planning activities that focus on brownfields reuse will be conducted pursuant to EPA guidance.

We will conduct the following **planning activities to initiate brownfields revitalization**:

- Land Use Assessment
- Market Study
- Infrastructure Evaluation

We will incorporate the following planning activities to prepare your brownfields site for redevelopment:

- Site Reuse Vision
- Resource Roadmap
- Revitalization Plan

2.4.1 Analysis of Conditions of Project Area/High Priority Sites

Following the efforts and the brownfields environmental assessment work, cleanup of the **Historic Smelter Area** became a priority for the community. Using LOR Foundation grants the City initiated several planning projects the **Ponderay Village Subarea Plan, a Ponderay Greenbelts and Pathways Plan, and the Highway 2/200 corridor study**. Ponderay also worked as a project partner with the friends of the Pend d' Oreille Bay Trail as they completed a Master Plan for the pathway. The Greenbelts plan and Highway 2/200 study were adopted by the City in 2016. The Village Subarea Plan is a conceptual plan for creating growth outcomes including public access to the shoreline and connecting Ponderay and Kootenai to the POBT once the **Historic Smelter Area** is cleaned up. The next phase of the Subarea Plan will include a new form based code and revitalization plan for the Ponderay Village Neighborhood.

In 2017, the City initiated additional public outreach with the creation of the (now annual) Ponderay Neighbor Day, a city sponsored festival. Enthusiasm by the public for future access to the lake was discussed at the Neighbor Day event. The public has substantial health concerns and a strong interest in the revitalization plan of the **Historic Smelter Area**. However, the public does have concerns about development potential of the **Historic Smelter Area** along the lake shore. These public concerns show a need for a site-specific plan for the **Historic Smelter Area** including cost and

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community benefit analysis of a range of scenarios that balance park, greenway and economic development options.

The **Village Subarea Plan** needs the addition of a site-specific redevelopment plan for the lakeshore site and a revitalization plan for the Ponderay Village neighborhood adjacent to the focus area. The over-arching goal is a revitalization plan (including hybrid zoning ordinance and form based code with a supporting infrastructure improvement plan) adopted by Ponderay City Council that ensures near and long term community benefit.

- Our first planning activities will be **land use assessment**. The Blackrock **Brownfield Project Team** will lead a review of regulatory opportunities and constraints for our brownfield focus area and surrounding brownfield impacted area. We will consider the entitlement process, timeframes and potential approval barriers that can add time and money to our brownfields revitalization project.
- The other critical first step towards the analysis of existing conditions is research condition of existing infrastructure in the project area through an **infrastructure evaluation** (e.g. transportation, wastewater and drinking water systems, sewage, broadband, electricity systems, etc.) for determining how infrastructure can be reused, if improvements are already planned, or if improvements are needed, to accommodate brownfield site reuse.
- Economic research or **market viability** study to identify brownfields site reuses that can be supported by local market conditions and balance to infrastructure investments.

Objective: Initiate Site and Area Wide Planning activities (AWP) inventory environmental conditions and current plans and infrastructure with team resources. Utilize a contractor to study market viability.

Work Lead: Erik Brubaker, the **Brownfield Project Team** and the City’s Planning Contractor will complete the final AWP.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATE
Land Use Assessment	5/1/2020
Infrastructure Evaluation	8/1/2020
Market Viability Study	12/31/20

2.4.2 Site Reuse Planning

The **Historic Smelter Area** cleanup plan will hinge on a redevelopment concept and site reuse plan for the site and project focus area. Based on preliminary analysis the project team will move forward with site reuse planning activities. We will begin with the **Brownfield Project Team** working on the creation of a **resource roadmap** followed by **redevelopment visioning** work using TAB to assist local resources to define a redevelopment vision and funding stack for future implementation. The **Brownfield Project Team** will determine specific feasible land reuses for brownfield site based on the community priorities, existing conditions research, public and partners such as the Friends of the Pend d’ Oreille Bay Trail. This will lead to site programming designs that will integrate green and healthy design and sustainable development approaches, as they relate to mitigation of environmental conditions through design of effective remediation strategies.

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IDEQ will coordinate how environmental conditions determine redevelopment alternatives, including how to address solid and hazardous waste, improve air and water quality and reduce exposure to environmental contaminants.

The **Historic Smelter Area** property consists of three separate properties. All three properties are listed in ACRES. Only one property is owned by the City of **Ponderay: Property 14**. A goal of this project is to bring the two privately-owned properties impacted by the **Historic Smelter Area** operations into the overall cleanup and revitalization via either fee simple transfers or purchases by the City of **Ponderay**:

- **Property 11**. ACRES #118343. Name: POBT Zone 4, PSRC, Martin Property. Total area is 12.85 acres. Owner: Dana L. Martin.
- **Property 15**. ACRES #118761. Name: POBT Zone 4, Property 15, PSRC, BNSF Railway Co., Right-Of-Way. Total area is 4.2 acres. Owner: BNSF Railway Co.

Objective: Visioning exercises will lead to brownfield site-specific reuse drawings and renderings for community decision making and to identify opportunities for site reuse and to formulate a cohesive acquisition strategy for the City to acquire **Property 11** and **Property 15**. The city acquisition strategy will be implemented by a negotiating team that will be assembled and may include the Mayor, Members of the Project team and outside legal counsel.

Work Lead: Mayor Geiger and Erik Brubaker will lead the private property transfer discussions with assistance from project partners.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATE
Resource Roadmap	12/31/20
Reuse Visioning Workshop and Outputs (such as: Workshop Flyer and Agenda; Community Presentation; Video and Photos; Reuse Drawings; Action Plan, etc.)	2/1/21
Final Acquisition of Mr. Dana Martin’s Historic Smelter Area Property 11 into IDEQ VCP	5/31/22
Final Acquisition of BNSF Railway Company Historic Smelter Area Property 15 into IDEQ VCP	3/31/23

2.4.3 Development of Draft Area Wide Plan

The city will prepare an RFQ for a **Revitalization Planning** contractor. Contractor will be tasked with delivery of a Revitalization Plan that harmoniously incorporates the market study, reuse planning and visioning; with the existing comprehensive Ponderay Village Sub Area Plan. The selected contractor and the city staff will continue to engage the public in accordance with the Public Involvement Plan (PIP). Our area wide planning process will work through community benefit scenarios at this time and develop a prioritized implementation strategy.

Objective: Initiate Revitalization Plan.

Work Lead: Erik Brubaker and the City’s Planning Contractor will complete the final AWP.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATE
Revitalization Plan Procurement	4/1/22

2.4.4 Finalizing Area Wide Plan

The Revitalization plan will include a regulating ordinance for the site and adjacent downtown revitalization area between site and highway 200. Our plan will guide the redevelopment process for both the focus area and immediately adjacent brownfield impacted area. The **Revitalization Plan** will be completed by a contractor and adopted by the city. The plan be used to create opportunities to convene and attract additional public funding; and leverage private investments and partnerships with non-profits, foundation and community partners.

The Brownfields Revitalization Plan will reflect the community’s input and balance market and infrastructure evaluations, environmental considerations, zoning and land use regulations. Our plan will includes short- and long-term wins and define Area Wide revitalization goals, objectives, support reuse concepts/designs. It will include the adoption of supporting land use regulation as part of a broad implementation strategy.

- A complete draft plan is presented for final revisions to the community at annual neighbor day.
- Final planning wrap up will be and implementation strategy that includes short and long term goals and the city, project partners, neighbors, and businesses to work toward their respective passions with their available resources.

Objective: Finalize Revitalization Plan (AWP).

Work Lead: Erik Brubaker and the City’s Planning Contractor will complete the final AWP.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATE
Revitalization Plan Draft	9/1/22
Revitalization Plan Final	4/1/23

2.5 TASK 5 - CLEANUP PLANNING

The City of **Ponderay** will enroll the **Historic Smelter Area** properties that require remediation into IDEQ’s Voluntary Cleanup Program (VCP) program during Task 2.3.4 Site Characterization Phase II Assessment. The City will submit an application providing information about the site ownership, location, and history, and a \$250 application fee per property to IDEQ. If IDEQ determines the site and applicant are eligible, the applicant then enters into a VCP Agreement with IDEQ, pays an initial \$2,500 deposit for IDEQ’s oversight costs.

2.5.1 Analysis of Brownfields Cleanup Alternatives (ABCA)

The City of **Ponderay** will prepare a cleanup plan for IDEQ’s VCP, called a Voluntary Remediation Work Plan (VRWP). The VRWP equals an ABCA required under the cooperative agreement workplan for this grant. The VRWP will discuss up to four alternatives in terms of effectiveness, long-term reliability, implementability, implementation risk and cost. In completing the VRWP the City of

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Ponderay will utilize information the following resources:

- ASTM International Standard Guide for Greener Cleanups (ASTM E2893-16e1);
- EPA Principles for Greener Cleanup website <https://www.epa.gov/greenercleanups> ; and
- EPA’s Clu-In Green Remediation website <https://clu-in.org/greenremediation/> .

Resiliency – In completing the final Cleanup Plan, the City of Ponderay also will evaluate the resilience of the remedial options in light of reasonably foreseeable changing climate conditions (e.g., sea level rise, increased frequency and intensity of flooding and/or extreme weather events, etc.). The alternatives may additionally consider the degree to which they reduce greenhouse gas discharges, reduce energy use or employ alternative energy sources, reduce volume of wastewater generated/disposed, reduce volume of materials taken to landfills, and recycle and re-use materials generated during the cleanup process to the maximum extent practicable.

Objective: Develop a Voluntary Remediation Work Plan (VRWP) that equals an ABCA.

Work Lead: Our Environmental Contractor will lead VRWP requirements work. The City of **Ponderay** and IDEQ will review each deliverable prior to submitting to EPA Project Manager.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Voluntary Remediation Work Plan (VRWP)	6/1/21 through 5/31/24

2.5.2 Endangered Species Act and National Historic Preservation Act Requirements

EPA has certain requirements under the Endangered Species Act (ESA) and National Historic Preservation Act (NHPA), which EPA must meet before giving approval to proceed with cleanup activities work under the cooperative agreement. The City of **Ponderay** with assistance from IDEQ will assist the EPA in fulfilling this requirement by conducting the following:

- Providing the location of the property being assessed;
- Identifying any threatened or endangered species or habitat that may be adversely affected by the project;
- Identifying any cultural resources that may be adversely affected by the project;
- Conferring with Idaho State Historic Preservation Office regarding cultural resource affects, if any;
- Consulting with both the Kalispel Tribe of Indians and the Coeur d’Alene Tribe regarding cultural resource affects, if any.

Objective: To meet ESA and NHPA requirements.

Work Lead: Our Environmental Contractor will lead ESA and NHPA requirements work. City of **Ponderay** and IDEQ will review each deliverable prior to submitting to EPA Project Manager.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Endangered Species Act and NHPA Deliverables	10/1/20 through 5/31/24

2.5.3 Quality Assurance Project Plan (QAPP) and Health and Safety Plan (HSP)

The City of **Ponderay** will prepare a Quality Assurance Project Plan (QAPP) to govern quality assurance and quality control for all post-cleanup confirmation sampling. The **City’s** environmental contractor will prepare and follow an OSHA-compliant Health and Safety Plan (HASP). A copy of each HASP will be provided to the EPA Brownfields Project Manager for inclusion in the cooperative agreement file. The QAPP will include a Sampling and Analysis Plan (SAP) addressing the post-cleanup property. The **City’s** contractor will prepare and follow an OSHA-compliant Health and Safety Plan (HASP). A copy will be provided to the EPA Brownfields Project Manager for inclusion in the cooperative agreement file.

The **City** will submit the QAPP to our EPA Project Manager and allow at least **4-6 weeks** for turnaround time and plan to include additional time for making changes to the QAPP.

Objective: To meet quality assurance and quality control for all post-cleanup confirmation sampling.

Work Lead: Our Environmental Contractor will lead QAPP and HASP requirements work. City of **Ponderay** and IDEQ will review each deliverable prior to submitting to EPA Project Manager.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Quality Assurance Project Plan (QAPP) (Post-Cleanup)	10/1/20 through 5/31/24
Sampling and Analysis Plan (SAP)	10/1/20 through 5/31/24
Health and Safety Plan (HASP)	10/1/20 through 5/31/24

2.5.4 Final Cleanup Plan

The Final VRWP will include the cleanup standards to be achieved and any institutional, land use or engineering controls that will be required as part of the cleanup. The Final VRWP work plan is reviewed by IDEQ and within thirty (30) days of receiving the proposed Workplan, IDEQ will initiate the public notification and comment requirements under Idaho Code. No later than fifteen (15) days after the close of the public comment period, IDEQ may, in accordance with Idaho Code schedule a public hearing if more than 25 comments are received. After comments are satisfactorily resolved, the VRWP work plan is approved for implementation.

Objective: To develop the Final VRWP, complete public comment period and address any comments.

Work Lead: Our Environmental Contractor will lead VRWP requirements work. City of **Ponderay** and IDEQ’s VCP Program Manager will review each deliverable prior EPA Project Manager submittal.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Voluntary Remediation Work Plan (VRWP)	6/1/21 through 5/31/24
VRWP Public Comment and Notification Period	30 Days After VRWP Approved
VRWP Public Hearing (if more than 25 comments)	30 Days After Close Of Public Comment Period

2.5.5 Cleanup (Remedial) Design

The City of **Ponderay** will use cooperative agreement funds to prepare solicitations, and/or contracts for hiring a contractor to design and/or oversee the final VRWP cleanup plan selected in accordance with our own procurement procedures and with 2 CFR Part 200 Uniform Administrative Requirements for Grants and Cooperative Agreements for Federal Awards and EPA specific Regulations for Grants and Agreements at 2 CFR Part 1500.

Objective: Selection of contractor to prepare and oversee VRWP Cleanup plan.

Work Lead: Our Brownfield Project Team and Project Partners will review the proposals.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Selection of VRWP Cleanup Contractor	6/1/21 through 2/31/23

2.6 TASK 6 - CLEANUP PERFORMANCE AND COMPLETION

The Brownfield Project Team and the City’s Cleanup Contractor will follow the final VRWP cleanup plan (e.g., excavation, confirmation sampling, development of institutional controls, final cleanup report).

2.6.1 Cleanup Activities

Based on previous risk evaluations, many areas of the **Historic Smelter Area** exceed the recommended cleanup levels of 1,200 mg/kg lead and/or 100 mg/kg arsenic. The extent of contamination based on the Phase II sampling results covers an area of approximately two (2) acres on the **Historic Smelter Area Properties 11 and 14 (Property 15 has not been sampled)**. Sampling results indicated that:

- Lead and arsenic levels in surface soils were found as high as 19,200 mg/kg and 946 mg/kg respectively.
- Samples taken between 6” and 24” below ground surface found lead and arsenic levels increased to 77,100 mg/kg and 1,960 mg/kg, respectively.
- In addition, the slag pile (“**Black Rock**”) is visibly eroding and is a source of continuing contamination at the site with lead and arsenic concentrations as high as 20,500 mg/kg and 125 mg/kg, respectively.

The final VRWP cleanup plan is anticipated to consist of a combination of onsite disposal, capping in place and Activity and Use Limitations (AULs). The **Historic Smelter Area** has not had any motorized activity since demolition in 1922. Given that nearly 100 years have passed, we anticipate construction of temporary access and haul roads that will be demolished post-cleanup. The final remediation will include some or all of the following:

- Selected mine waste and contaminated soils with contaminant concentrations above site-specific risk-based remedial action criteria would be excavated and consolidated in an onsite repository or capped in place.
- The repository would be constructed in an area above lake peak water level and outside of the railroad right of way. The repository configuration could range from a simple unlined soil covered facility to a fully lined and capped facility.

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- Non-leachable soil and rock can be disposed of in an unlined facility; however, leachable material that fails to meet TCLP criteria may require disposal in a lined facility subject to RCRA hazardous waste standards.
- Similarly, excavated material that meets TCLP criteria but is still leachable, as determined by acid-base accounting (ABA) and synthetic precipitation leaching procedure (SPLP) testing, could potentially impact surface or groundwater quality and may require disposal in a lined facility.
- The remaining contaminated soils would be capped in place with a protective barrier to prevent human and ecological exposure. The cap could range from a simple 12-inch thick soil or rock cover to a fully-engineered cap with a synthetic liner, drainage layer, and soil cover.
- For the purpose of this workplan, it is assumed that a leachate collection and treatment system will not be required.
- The waste removal areas and any temporary access roads and staging areas would be reclaimed by ripping and grading the areas to blend with the surrounding topography.
- The areas would be seeded with a native seed mix and erosion control BMPs would be installed.
- The slag pile would also be encapsulated.
- The lakeshore/beach at the slag pile would be stabilized and reclaimed to prevent erosion.

Objective: Undertake the VRWP cleanup plan for the **Historic Smelter Area** properties.

Work Lead: The City’s environmental contractor and IDEQ will oversee the cleanup.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
VRWP Cleanup of the Historic Smelter Area Properties	10/16/21 through 4/30/24

2.6.2 Confirmation sampling

Post-excavation, the City of **Ponderay’s** environmental contractor will collect confirmation soil samples according to the sampling methods and in excavation locations outlined in the Final VRWP QAPP to confirm successful soil removal to cleanup criteria established in the VRWP. Following the excavation of the contaminated soils, clean soil will be placed in the excavated areas (source of the fill soil has not yet been determined). The City’s contractor will verify the clean soil via soil sampling according to the final VRWP QAPP. IDEQ and EPA will receive confirmation soil sampling results.

Objective: To collect confirmation soil samples after excavation and fill with clean soil.

Work Lead: Our Environmental Contractor will lead confirmation soil sample work. City of Ponderay, IDEQ EPA and IDEQ will review each deliverable.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
Confirmation Soil Sampling After Excavation	10/16/21 through 4/30/24

2.6.3 Final Cleanup Report

After the cleanup is completed, the City of **Ponderay’s** contractor will submit a VRWP Completion Report to IDEQ and our EPA Project Manager. Once approved, IDEQ issues a Certificate of Completion upon approval. At that point, the City may request a Covenant Not to Sue from IDEQ.

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These documents are recorded with the deed to the property.

An Institutional Controls Plan (ICP), if needed, will be developed following the completion of the cleanup. This plan will include guidance for minimum O&M and institutional control protocols to ensure that activities at the site do not contribute to recontamination of the remediated areas. This plan will also outline land use restrictions to be adopted at the site.

Should the site need Activity and Use Limitations for the proposed land use based upon monitoring data collected, the AULs will include the covenant specifics as need outlined in Idaho’s Uniform Environmental Covenants Act (UECA) (Idaho Statute Title 55 Chapter 30; specifically, 55-3001 through 55-3015). UECA allows for the long-term enforcement of clean-up controls to be contained in a statutorily-defined, voluntary agreement known as an “environmental covenant” which will be binding on subsequent purchasers and tenants of the property and listed in the local land records.

Objective: To complete the final VRWP Completion Report.

Work Lead: Our Environmental Contractor will lead the VRWP Completion Report technical work. City of Ponderay, EPA and IDEQ will review each deliverable.

Milestones/Deliverable Completion Dates:

MILESTONE/DELIVERABLE	EST. COMPLETION DATES
VRWP Completion Report of the Historic Smelter Area	10/16/23 through 7/31/24
Institutional Controls Plan	10/16/23 through 7/31/24
IDEQ issues a Certificate of Completion	10/16/23 through 7/31/24
IDEQ Issues a Covenant Not to Sue	10/16/23 through 7/31/24

3 SCHEDULE AND DELIVERABLES

A schedule of all key milestones, activities, and accomplishments anticipated over the length of the cooperative agreement is provided below.

DUE DATE	ITEM	Send to:			
		EPA PO	STATE	EPA GRANTS	EPA FINANCE
Month 1	Property Profile Form entered in ACRES or submitted to PO	X	X		
Month 2	City Enrolls Historic Smelter Area Property 14 into IDEQ Voluntary Cleanup Program (VCP)	X	X		
Month 3	Public Involvement Plan (PIP)	X	X		
Month 3	Public Meeting – Kick off	X	X		
Month 3	Fact Sheet - Project Kick off	X	X		
Month 4	Quarterly Progress Report (QPR) 1	X	X		
Month 5	Solicitation for hiring environmental contractor	X			
Month 6	Solicitation for hiring planning contractor	X			
Month 7	Quarterly Progress Report (QPR) 2	X	X		
Month 8	Area Wide Planning Report Land Use Assessment	X	X		
Month 10	Quarterly Progress Report (QPR) 3	X	X		
Month 11	Area Wide Planning Report Infrastructure Evaluation	X	X		
Month 12	Annual Ponderay Neighbor Day Project Update	X	X		
Month 13	DBE Report (MBE/WBE) (DBE = Disadvantaged Business Enterprises). Reports must be submitted annually by October 30th of each year. For forms : https://www.epa.gov/resources-small-businesses	X (copy)		X	

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DUE DATE	ITEM	Send to:			
		EPA PO	STATE	EPA GRANTS	EPA FINANCE
Month 13	Quarterly Progress Report (QPR) 4	X	X		
Month 13	Site Eligibility Requested & Confirmed for Phase I ESA	X	X		
Month 15	Phase I ESA Site Assessments Historic Smelter Area Properties 11 and 15 For AAI	X	X		
Month 15	Area Wide Planning Report Market Viability Study	X	X		
Month 15	Fact Sheet - Project Update	X	X		
Month 15	Public Meeting – Update Year 1	X	X		
Month 16	Quarterly Progress Report (QPR) 5	X	X		
Month 17	AWP Reuse Visioning	X	X		
Month 18	Final Phase I ESA Reports AAI Checklists required w/ Phase I	X	X		
Month 19	Quarterly Progress Report (QPR) 6	X	X		
Month 21	Endangered Species Act (ESA) & National Historic Preservation Act (NHPA) Letters	X	X		
Month 22	Updated Site Eligibility Requested & Confirmed for Phase II ESA	X	X		
Month 22	Quarterly Progress Report (QPR) 7	X	X		
Month 24	Quality Assurance Project Plan (QAPP)/Sampling & Analysis Plan (SAP) Health and Safety Plan(HASP)	X	X		
Month 24	Phase II Site Assessment	X	X		
Month 24	Annual Ponderay Neighbor Day Project Update	X	X		
Month 25	Quarterly Progress Report (QPR) 8	X	X		

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DUE DATE	ITEM	Send to:			
		EPA PO	STATE	EPA GRANTS	EPA FINANCE
Month 25	DBE Report (MBE/WBE) (DBE = Disadvantaged Business Enterprises) For forms & information, visit: https://www.epa.gov/resources-small-businesses	X (copy)		X	
Month 26	Draft Phase II Site Assessment Report Due	X	X		
Month 27	Area Wide Planning Report Resource Roadmap	X	X		
Month 27	Final Phase II Site Assessment Report	X	X		
Month 27	Fact Sheet – Assessment Results	X	X		
Month 27	Public Meeting – Update Year 2	X	X		
Month 27	Area Wide Planning Report on City Acquisition of Private Historic Smelter Area Cleanup Report	X	X		
Month 28	Quarterly Progress Report (QPR) 9	X	X		
Month 29	Updated Site Eligibility Requested & Confirmed for Phase I ESA on Historic Smelter Area Property 11	X	X		
Month 30	Updated Phase I ESA Site Assessment of Historic Smelter Area Property 11	X	X		
Month 31	Quarterly Progress Report (QPR)10	X	X		
Month 31	Area Wide Planning Report Revitalization Plan Procurement	X	X		
Month 32	Acquisition of Historic Smelter Area Property 11	X	X		
Month 33	City Enrolls Historic Smelter Area Property 11 into IDEQ VCP	X	X		
Month 36	Annual Ponderay Neighbor Day Project Update	X	X		
Month 36	Area Wide Planning Report Revitalization Plan Draft	X	X		

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DUE DATE	ITEM	Send to:			
		EPA PO	STATE	EPA GRANTS	EPA FINANCE
Month 37	Quarterly Progress Report (QPR)12	X	X		
Month 37	DBE Report (MBE/WBE) (DBE = Disadvantaged Business Enterprises) For forms & information, visit: https://www.epa.gov/resources-small-businesses	X (copy)		X	
Month 39	Fact Sheet – Preliminary Cleanup Strategy	X	X		
Month 39	Public Meeting – Update Year 3 Preliminary Cleanup Strategy	X	X		
Month 40	Quarterly Progress Report (QPR)13	X	X		
Month 41	Updated Site Eligibility Requested & Confirmed for Phase I ESA on Historic Smelter Area Property 15	X	X		
Month 42	Updated Phase I ESA Site Assessment of Historic Smelter Area Property 15	X	X		
Month 43	Acquisition of Historic Smelter Area Property 15	X	X		
Month 43	City Enrolls Historic Smelter Area Property 15 into IDEQ VCP	X	X		
Month 43	Area Wide Planning Report Revitalization Plan Final	X	X		
Month 43	Quarterly Progress Report (QPR)14	X	X		
Month 43	Solicitation for hiring cleanup contractor	X			
Month 44	Endangered Species Act (ESA) & National Historic Preservation Act (NHPA) Letters	X	X		
Month 45	Updated Site Eligibility Requested & Confirmed for IDEQ Voluntary Remediation Work Plan (VRWP) [IDEQ's version of an ABCA]	X	X		

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DUE DATE	ITEM	Send to:			
		EPA PO	STATE	EPA GRANTS	EPA FINANCE
Month 45	Quality Assurance Project Plan (QAPP)/Sampling & Analysis Plan (SAP) and Health and Safety Plan (HASP) for VRWP	X	X		
Month 46	Quarterly Progress Report (QPR)15	X	X		
Month 46	Fact Sheet – Cleanup Strategy	X	X		
Month 46	VRWP 30-Day Public Comment Period Begins	X	X		
Month 47	VRWP 30-Day Public Comment Period Ends	X	X		
Month 48	VRWP Public Hearing (If more than 25 comments on VRWP)	X	X		
Month 48	Annual Ponderay Neighbor Day Project Update	X	X		
Month 49 - 55	Cleanup Time Frame Period	X	X		
Month 49	Quarterly Progress Report (QPR)16	X	X		
Month 49	DBE Report (MBE/WBE) (DBE = Disadvantaged Business Enterprises) For forms & information, visit: https://www.epa.gov/resources-small-businesses	X (copy)		X	
Month 51	Fact Sheet – Final Cleanup Strategy	X	X		
Month 51	Public Meeting – Update Year 4 Cleanup Update/ Post-Cleanup Area Wide Plan (AWP)	X	X		
Month 52	Quarterly Progress Report (QPR)17	X	X		
Month 55	Quarterly Progress Report (QPR)18	X	X		
Month 55	Fact Sheet – Final Cleanup AWP Strategy	X	X		
Month 56	Public Meeting – Cleanup Update and Final AWP	X	X		
Month 57	Final Public Meeting – Cleanup Update and Final AWP	X	X		

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DUE DATE	ITEM	Send to:			
		EPA PO	STATE	EPA GRANTS	EPA FINANCE
Month 58	Quarterly Progress Report (QPR)19	X	X		
As Needed	Requests for Reimbursement – see Administrative Terms & Conditions				X
Annually & at End of Agreement (90 days after end of reporting period)	Federal Financial Report (FFR) (SF425) For forms & more information, visit: https://www.epa.gov/grants/epa-grantee-forms	X (copy)		X (copy)	X
Month 60	Annual Ponderay Neighbor Day Project Update	X	X		
Months 57 – 60	Closeout: Final Performance Report with Summary Fact Sheet, Photos, and Lessons Learned	X	X		

4 BUDGET

4.1 Budget Table(s)

The total EPA Multipurpose Grant-funded budget for this project is \$840,000 for hazardous substances, comprised of \$800,000 from federal funds and \$40,000 from the City of Ponderay’s cost share. See budget table on the following page.

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**Ponderay Brownfields Multipurpose Grant Budget Table
Hazardous Substances Funding**

Total Federal Costs: \$800,000 Total Cost Share: \$40,000 Grand Total: \$840,000

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Budget Category	Task 1 Project Management & Reporting		Task 2 Public Involvement		Task 3 Site Inventory & Characterization		Task 4 Area Wide Planning (AWP)		Task 5 Cleanup Planning		Task 6 Cleanup Performance & Completion		Budget Category Subtotals by Federal Funding & Cost Share		Budget Category Totals	
	Federal	Cost Share	Federal	Cost Share	Federal	Cost Share	Federal	Cost Share	Federal	Cost Share	Federal	Cost Share	Federal	Cost Share		
Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Supplies	\$2,000	\$0	\$400	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$3,400	\$0	\$3,400
Contractual	\$11,300	\$11,300	\$2,000	\$2,000	\$100,000	\$5,000	\$17,500	\$12,000	\$12,500	\$5,000	\$639,200	\$4,700	\$782,500	\$40,000	\$822,500	
Other: State Oversight	\$0	\$0	\$0	\$0	\$2,750	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,750	\$0	\$2,750	
Other: Misc	\$8,750	\$0	\$1,600	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$11,350	\$0	\$11,350	
Other: Subawards	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Task Subtotals: Federal Funding & Cost Share	\$22,050	\$11,300	\$4,000	\$2,000	\$102,750	\$5,000	\$19,500	\$12,000	\$12,500	\$5,000	\$639,200	\$4,700	\$800,000	\$40,000	\$840,000	
Task Total	\$33,350		\$6,000		\$107,750		\$31,500		\$17,500		\$643,900		Grand Total Federal + Cost Share		\$840,000	

4.2 Budget Narrative

The total EPA Multipurpose Cooperative Agreement budget for this project is \$840,000 for hazardous substances, comprised of \$800,000 from federal funding and \$40,000 from the City of Ponderay's cost share.

4.2.1 Budget Narrative by Task – Multipurpose Grant

This task will be led by the Erik Brubaker supported by the City's contractor. Project management and reporting will be ongoing throughout the project term. The City of **Ponderay** will not charge the EPA grant for personnel or fringe costs and will fund all personnel functions described in this application using its own resources. Project activities performed in whole or part with EPA cooperative agreement funds will comply with all applicable state laws and cross-cutting federal requirements.

The City of Ponderay operates with a staff of three people; therefore, the City may procure one or more contractors as needed to support the various tasks under the cooperative agreement –

1. Project Management; 2. Public Involvement; 3. Site Characterization; 4. Area Wide Planning; 5. Cleanup Planning; and, 6. Cleanup Performance and Completion. This may be accomplished by contracting with one firm with expertise in all of these areas or by contracting with multiple firms.

The City will solicit contractors in compliance with competitive federal procurement requirements under 2 CFR Part 200 and 2 CFR Part 1500. The City will issue Requests for Proposals and or Requests for qualifications as necessary for contractors who will provide additional technical expertise to complete the planning, assessment, and cleanup project tasks.

Task 1 – Project Management & Reporting - \$33,350 Total (\$22,050 Federal Funding + \$11,300 Cost Share)

This task will be led by the City's Project Manager supported by the City's Project Management contractor. Project management and reporting will be ongoing throughout the project term.

- **\$2,000 Supplies:** Laptop computer and affiliated software. (\$2,000 Federal Funding)
 - **\$1,450 Laptop Computer:** HP – Spectre x360 2-101 15.6" 4K Ultra HD Touch Screen Laptop – Intel Core i7 – 16GB Memory – 512GB SSD + Optane – HP Finish in Dark Ash Silver
 - **\$ 39 Wireless Mouse:** Logitech – MX Anywhere 2S Wireless Laser Mouse – Graphite
 - **\$ 43 Briefcase:** Solo – Urban Convertible Laptop Briefcase Backpack – Gray
 - **\$ 30 Flash Drive:** 3 SanDisk – Cruzer 16GB USB 2.0 Flash Drive
 - **\$ 3 Flash Drive Case:** Insignia Flash Drive Case
 - **\$200 Protection:** 1-Year Accidental Geek Squad Protection
 - **\$ 5 Protection:** 2-Year Geek Squad Product Replacement
 - **\$ 230 Software:** Microsoft Office Home & Business 2019

- **\$22,600 Contractual:** Project Management Contractor oversight of the Environmental and/or Area-Wide Planning Contractor to support for Project Reporting (226 hours at average billing rate of \$100/hr.) (\$11,300 Federal Funding + \$11,300 Cost Share)
 - **\$5,700: 19 Quarterly Progress Reports.** Project Management Contractor oversight of the Environmental and/or Area-Wide Planning Contractor tasked with producing the quarterly

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reports at average of 3 hours/report for a total of 57 hours at average billing rate of \$100/hr. (\$2,850 Federal Funding + \$2,850 Cost Share)

- **\$1,200: 1 Final Performance Report with Summary Fact Sheet, Photos, and Lessons Learned.** Project Management Contractor oversight of the Environmental Contractor tasked with producing the final report at cost of 12 hours/report for a total of 12 hours at average billing rate of \$100/hr. (\$600 Federal Funding + \$600 Cost Share)
- **\$800: 5 DBE Reports.** Project Management Contractor produces report at cost of 1.6 hours/report for a total of 8 hours at average billing rate of \$100/hr. (\$400 Federal Funding + \$400 Cost Share)
- **\$1,000: 1 Public Involvement Plan (PIP).** Project Management Contractor oversight of the Environmental and/or Area-Wide Planning Contractor tasked with producing a PIP at cost of 8 hours/report for a total of 8 hours at average billing rate of \$100/hr. (\$400 Federal Funding + \$400 Cost Share)
- **\$600: 2 Updated Site Eligibility Determination Worksheets submitted to EPA; & Property Profile Forms entered in ACRES for Phase I ESA.** Project Management Contractor oversight of the Environmental Contractor tasked with documentation and data entry at cost of 3 hours/activity for a total of 6 hours at average billing rate of \$100/hr. (\$300 Federal Funding + \$300 Cost Share)
- **\$300: 1 Updated Site Eligibility Determination Worksheets submitted to EPA; & Property Profile Form entered in ACRES for Phase II ESA.** Project Management Contractor oversight of the Environmental Contractor tasked with documentation and data entry at cost of 3 hours/activity for a total of 3 hours at average billing rate of \$100/hr. (\$150 Federal Funding + \$150 Cost Share)
- **\$400: 1 Endangered Species Act (ESA) & National Historic Preservation Act (NHPA) Letters.** Project Management Contractor oversight of the Environmental Contractor tasked with producing ESA and NHPA communications at cost of 4 hours/project for a total of 4 hours at average billing rate of \$100/hr. (\$200 Federal Funding + \$200 Cost Share)
- **\$7,200: 6 Public Meetings.** Project Management Contractor oversight of the Environmental and/or Area-Wide Contractor tasked with putting together the 6 public meetings at cost of 12 hours/event for a total of 72 hours at average billing rate of \$100/hr. (\$3600 Federal Funding + \$3600 Cost Share)
- **\$5,000: 5 Ponderay Neighbor Day Events.** Project Management Contractor oversight of the Environmental and or Area-Wide Planning Contractor tasked with putting together the Ponderay Neighbor Days events at cost of 10 hours/event for a total of 50 hours at average billing rate of \$100/hr. (\$2500 Federal Funding + \$2500 Cost Share)
- **\$400: Final Update Property Profile Form in ACRES.** Project Management Contractor oversight of the Environmental Contractor tasked with producing the report at cost of 4 hours/project for a total of 4 hours at average billing rate of \$100/hr. (\$200 Federal Funding + \$200 Cost Share)
- **\$8,750 Other - Miscellaneous (\$8,750 Federal Funding):**
 - **\$1,200 Registration Fees for State/Regional and National Brownfields Conferences** for City Project Manager and one **Brownfield Project Team** or **Brownfield Project Partner** member.
 - Regional Brownfield Conference registration: \$105/event x 2 persons x 2 year = \$420;
 - National Brownfields Conference Registration: \$195/event x 2 persons x 2 year = \$780.

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- **\$7,550 Project Team & Partners Travel/Training:** City Project Manager and one member of the **Brownfield Project Team** or **Brownfield Project Partner** to attend two (2) state or regional and two (2) national brownfields conferences.

Two (2) Regional Conferences Estimate (based on 2019 Washington State Brownfield Conference in Spokane, WA)

- Hotel \$125/night x 2 nights/event x 2 persons x 2 events = \$1,000
- Per diem \$54/day x 2 days/event x 2 persons x 2 event = \$432
- Mileage .545/mile x ~200 miles x 2 events = \$218
 - **Regional Conference Subtotal = \$1,650**

Two (2) National Conferences Estimate (based on Brownfields 2019 Training Conference in Los Angeles, CA)

- Airfare \$444/event x 2 persons x 2 events = \$1,776
- Airport parking \$12/day x 4 days/event x 1 vehicle x 2 events = \$96
- Hotel \$179/night x 4 nights/event x 2 persons x 2 events = \$2,864
- Transportation from airport \$54/roundtrip/event x 2 events = \$108
- Per diem \$66/day x 4 days/event x 2 persons x 2 events = \$1,056
 - **National Conference Subtotal = \$5,900**

Task 2 – Public Involvement: \$6,000 Total (\$4,000 Federal Funding + \$2,000 Cost Share)

- **\$1,000 Supplies:** For the Annual Ponderay Neighbor Days outside public information event including Pop-Up, Awning, Display Easels,
 - **\$ 500. Qty 2 @ \$ 250/each - Eurmax 10 x 10 Pop-up Commercial Canopies with 4 Removable Zippered Sidewalls and Roller Bag Bonus 4 Canopy Sand Bags & 24 Square Ft Extended Awning(Blue)**
 - **\$ 180. Qty 6 @ \$ 30/each Lightweight Aluminum Telescoping Display Easel, 70 Inches**
 - **\$ 180. Qty 3 @ \$ 60/each Lightweight Folding Table, 72 Inches**
 - **\$ 140. 1-Outside carpet for display tent**
- **\$4,000 Contractual:** Environmental and/or Area-Wide Contractor Environmental outreach (40 hours at average billing rate of \$100/hr).
 - **\$3,000: 6 Public Meetings.** Environmental and/or Area-Wide Contractor produces meeting at cost of 5 hours/meeting for a total of 30 hours at average billing rate of \$100/hr. (\$1500 Federal Funding + \$1500 Cost Share)
 - **\$1,000: 2 Ponderay Neighbor Day Events.** Environmental and/or Area-Wide Contractor produces events at cost of 2 hours/event for a total of 10 hours at average billing rate of \$100/hr.(\$500 Federal Funding + \$500 Cost Share)
- **\$1,000 Other - Miscellaneous:** Newspaper Publications, Public Event Space Rental
 - **\$ 200 Qty 2 @ \$ 100/each - Newspaper Publications**
 - **\$ 800 Qty 2 events @ 400 each - Ponderay Event Center Rental**

Project activities performed in whole or part with EPA cooperative agreement funds will comply with all applicable state laws and cross-cutting federal requirements.

Task 3 – Site Inventory and Characterization (Phase I and II ESAs): \$107,500 Total (\$102,750 Federal Funding + \$5,000 Cost Share)

- **\$12,000 Contractual: Phase I ESAs.** The City plans to complete **2 Phase I ESAs** on **Historic Smelter Area Properties 11 and 15** at an average cost of **\$6,000/each**. The City understands that prior to any property transfer, Phase I ESAs must be completed on these properties to meet All Appropriate Inquiries (AAI) and claim bona fide prospective purchasers (BFPP) protection under CERCLA. (\$12,000 Federal Funding)
- **\$82,300 Contractual: Phase II ESA.** The City anticipates completing 1 Phase II ESA, including data gap analysis of previous Phase IIs and risk evaluation, see breakdown below for one Phase II ESA. (\$82,300 Federal Funding)

Phase II Cost Estimate Breakdown

- Environmental contractor: **\$25,500** (255 hours at \$100/hour) – HASP, SAP, data gap analysis, Phase II ESA implementation, soil sampling, risk evaluation, and reporting
- Laboratory analysis of samples: **\$21,380**
- Driller: **\$22,335**
- Investigative Derived Waste: **\$2,430**
- Utility Locating: **\$1,950**
- Cadastral Boundary Survey: **\$5,250**
The purpose of the cadastral boundary survey is to delineate a portion of Property 15 for the planned repository which is anticipated to require environmental covenants under Idaho’s Uniform Environmental Covenants Act (UECA) (Idaho Statute Title 55 Chapter 30).
- Geophysical survey: **\$3,455**
- **\$5,700 Contractual QAPP Preparation:** (Environmental contractor, 57 hours at \$100/hour) (\$5,700 Federal Funding).
- **\$5,000 Contractual Property Acquisition Legal Fees:** (\$5,000 Cost Share)
 - \$2,900 Planning Contractor: (29 hours at \$100/hour)
 - \$2,100 Legal Counsel Contractor: (12 hours at \$175/hour)
- **\$2,750 Other – State Oversight:** Once the Phase Is are completed, the City will enroll the **Historic Smelter Area Properties 11, 14 and 15** into IDEQ’s Voluntary Cleanup Program. The City will submit an application providing information on the site ownership, location, and history, with a \$250 application fee. Once IDEQ determines the properties are eligible, the City and IDEQ enter into a Voluntary Remediation Agreement (VRA) and the City pays a \$2,500 deposit for IDEQ’s oversight costs. (\$2,750 Federal Funding). IDEQ’s VRA will group all 3 properties into a single cleanup.

IDEQ Oversight costs shall include the following:

- The review, processing and negotiation of the voluntary remediation agreement;
- The review, processing and negotiation of the voluntary remediation work plan;
- Conducting public hearing and dissemination of public notices;
- Oversight of work performed in accordance with the voluntary remediation work plan;
- Issuance of the certificate of completion;

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- Issuance of a covenant not to sue;
- Administrative expenses associated with cost recovery activities.

Task 4 – Area Wide Planning (AWP): \$31,500 Total (\$19,500 EPA Funds + \$12,000 Cost Share)

- **\$400 Supplies for 3 Community Charettes/Visioning workshops.** Drawing Pencils \$188 (2 sets @\$94); Markers \$97; Paper (cardstock and printing) \$85; Tape & Glue \$30.
- **\$29,500 Contractual:** Based on EPA guidance, we will develop a Market Viability Study, develop a Revitalization Plan leading to both the Draft Final Revitalization Work Plan documents. (Planning contractors - 295 hrs at \$100/hr).
 - **\$4,500: 1 Market Viability Study Report (Month 15).** Contractor produces report at cost of 45 hours hours/report for a total of 45 hours at average billing rate of \$100/hr. (\$3500 Federal Funding + \$1000 Cost Share)
 - **\$18,000: Draft Revitalization Plan (Month 31).** Contractor produces report at cost of 180 hours/report for a total of 180 hours at average billing rate of \$100/hr. (\$10,000 Federal Funding + \$8000 Cost Share)
 - **\$7,000: Final Revitalization Plan (Month 36).** Contractor produces plan at cost of 70 hours/plan for a total of 70 hours at average billing rate of \$100/hr. (\$4,000 Federal Funding + \$3,000 Cost Share)
- **\$1,600 Other - Miscellaneous:**
 - Conduct two Ponderay Neighbor Day Outreach Events @\$500 per event for rental space.
 - Printing and mounting costs for community vision renderings produced in workshops \$600 @ \$200/meeting x 3 charette/visioning workshops.

Task 5 – Cleanup Planning: \$17,500 Total (\$12,500 Federal Funding + \$5,000 Cost Share).

The City of **Ponderay**'s environmental contractor will prepare a cleanup plan for IDEQ's Voluntary Cleanup Program (VCP), called a Voluntary Remediation Work Plan (VRWP). The VRWP parallels an Analysis of Brownfields Cleanup Alternatives (ABCA) required under the cooperative agreement workplan for this cooperative agreement. The VRWP will discuss up to four alternatives in terms of effectiveness, long-term reliability, implementability, implementation risk and cost.

- **\$17,500 Contractual:** Develop one overall IDEQ Voluntary Remediation Work Plan (VRWP) and Final Cleanup Plans (Environmental contractor - 175 hrs at \$100/hr)

Task 6 - Cleanup Performance and Completion. \$643,900 Total (\$639,200 Federal Funding + \$4,700 Cost Share). Costs are based on cleanup of the 3 properties (Property 11, 14, & 15) which are comprised of multiple parcels and located in the **Historic Smelter Area**. Under the Build Act, the statutory cost cap for cleanup of each property is \$500,000. The potential management of all wastes onsite through consolidation and construction of onsite repository or repositories would prevent probable disturbance of potential uncovered contaminants which could result in short-term exposure to human health and the environment. The repository cover systems would limit the infiltration of water through the wastes, reducing the leaching potential from sub-surface materials. The repository is anticipated to require Activity and Use Limitations (AULs) attached to the property deed. The **Historic Smelter Area** has not had any motorized activity since demolition in 1922. Given that nearly 100 years have passed, we anticipate construction of temporary access and haul roads that will be demolished post-cleanup

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- **\$643,900 Contractual:** includes contractor costs for soil removal, construction of the onsite repository, capping of remaining residual contaminated soil at the sites, encapsulation of the slag pile “Black Rock”, and the lakeshore/beach at the Black Rock pile would be stabilized and reclaimed to prevent erosion. The budget is based on the estimates produced in the development of the VRWP.
 - **\$ 5,000 Mobilization/Demobilization:** Loader, excavator, dozer, skid steer, Local <50 miles
 - **\$ 15,000 Traffic Control:** \$8,000 6-Flaggers (200 Hours @ \$40/hour) (2 Flaggers @ BNSF Temporary Railroad Crossing, 2 Flaggers @ Local Streets and 2 Flaggers @ Highway 200 Access). \$2,000 Highway & Street Signs 36” x 36”. \$ 5,000 Lighted RR Flashing Signs.
 - **\$ 36,760 Erosion Control:**. Straw Wattle, installed (9,190 linear feet @ \$4.00/ft).
 - **\$ 90,740 Access Road Improvements:** Note: Presently there are no roads on the former \$9,000 Rough Grading (3 Acres @ \$3,000/Acre). \$23,800 Base Course (2,380 Cubic Yard (CY) @ \$10/CY) - 2.5” minus crushed, 6” thickness, 14 ft wide trail. \$21,420 Delivery (2,380 CY @ \$9/CY) - 8 cyl truck, 8 mile cycle. \$9,520 Place/compact gravel fill (2,380 CY @ \$4/CY). \$9,000 3 @ \$9,000 each 30” CMP Culverts and End sections.
 - **\$ 10,725 Temporary Haul Road:** \$4,305 Clear, Grub, Cut, Chip and remove stumps (0.30 Acre @ \$14,350/Acre.) \$900 Rough Grading (0.3 Acres @ \$3,000/Acre). \$2,400 Base Course (24 CY @ \$10/CY) - 2.5” minus crushed, 6” thickness, 14 ft wide trail. \$2,160 Delivery (240 CY @ \$9/CY) - 8 cyl truck, 8 mile cycle. \$960 Place/compact gravel fill (240 CY @ \$4/CY).
 - **\$118,020 Repository Construction:** \$10,045 Clear, Grub, Cut, Chip and remove stumps (0.77 Acre @ \$14,350/Acre). \$13,250 Excavate and stockpile (2,650 CY @ \$5/CY) - Excavator , hydraulic crawler. \$17,225 Excavate and stockpile (2,650 CY @ \$6.50) Front End Loader. \$14,500 US2700 Geotextile (5,000 YD³ @ \$2.90/ YD³). \$63,000 Gravel Drainage Layer (7,000 CY @ \$9.00/CY).
 - **\$133,561 Hazardous Waste Removal and Disposal in Repository:** \$20,807.50 Clear, Grub, Cut, Chip and remove stumps (1.45 Acre @ \$14,350/Acre). \$12,500 Excavate and stockpile (2,500 CY @ \$5/CY) - Excavator , hydraulic crawler. \$16,250.00 Excavate and stockpile (2,360 CY @ \$6.50) Front End Loader. \$6,757.50 Skid Steer Loader (15 Days @ \$450.50/Day). \$12,272 Allan Blocks AB6 Classic Gray Purchase with unloading (2,600 Each @ \$4.72/each). \$64,974 Segmental Block Fence/Retaining Wall Construction including pins and void fill (2,600 FT² @ \$24.99/FT²).
 - **\$101,002 Repository Cover:** \$34,452 GSE Bentoliner NSL GCL (29,700 FT² @ \$1.16/FT²). \$8,613 GCL Install (29,700 FT² @ \$0.29/FT²). \$11,770 Place and Compact 2 FT Clean Soil Barrier (2,200 CY @ \$5.35/CY). \$35,310 Place/Compact 6 FT Clean Soil Runoff Barrier (6,600 CY @ \$5.35/CY). \$10,857 Hydroseeding, fertilizer and wood mulch (3,300 YD² @ \$3.29/ YD²).
 - **\$ 53,508 Site Reclamation:** \$4,200 Rough Grading (1.4 Acres @ \$3,000/Acre). \$12,978 Jute Mesh Stapled (half of disturbed areas) (4,200 YD² @ \$3.09/ YD²). \$23,030 Hydroseeding, fertilizer and wood mulch (3,300 YD² @ \$3.29/YD²). \$3,300 Native Shrubs and Trees, Seedlings Installed (400 @ \$8.25 each). \$10,000 Large Trees – Native (25 @ \$400.00 each).
 - **\$ 38,160 Construction Oversight and Review:** \$6,960 Senior Professional Engineer (48 HRS @ \$145/HR). \$24,000 Onsite Inspector/Project Representative (240 HRS @ 100/HR). \$7,200 Hotel/Per Diem/Rental Car (18 Days x 2 Staff @ \$200/Day).
 - **\$ 41,424 Engineering Design & Brownfields Closure Reporting:** \$33,859 Construction Drawings, Specifications, SWPPP (6% of Construction Cost). \$301 Certified Record Drawing (Based on Assumed Units). \$4,000 Brownfield VRWP Cleanup Report (40 Hours @ \$100/HR).

4.2.2 Budget Narrative by Budget Category – Multipurpose Budget

Calculating Totals – highlight all of the numbers in the columns with your cursor and press F9 to calculate new subtotal and total amounts

I. Personnel (\$0)

The City of Ponderay will not charge the EPA grant for personnel or fringe costs and will fund all personnel functions described in this application using its own resources. Project activities performed in whole or part with EPA cooperative agreement funds will comply with all applicable state laws and cross-cutting federal requirements. Cost estimate for encapsulating Black Rock slag pile. Cost components include Allan Block retaining wall, concrete slab and installing post and rail wood fence providing a lakeside vista

II. Fringe Benefits (\$0)

The City of Ponderay will not charge the EPA grant for personnel or fringe costs and will fund all personnel functions described in this application using its own resources. Project activities performed in whole or part with EPA cooperative agreement funds will comply with all applicable state laws and cross-cutting federal requirements.

III. Travel (\$0)

Travel Costs under this agreement are included under the “Other” Budget Category as “Participant Support Costs” per [2 CFR Part 200.75](#) as costs will support travel for project participants and personnel costs are not being charged to this agreement.

IV. Supplies (\$3,400 Federal Funding)

For additional narrative to support Supplies costs, please see Section 4.2 Budget Narrative by Task.

Task Description	Total Budget
Task 1 - Project Management & Reporting	\$2,000
Task 2– Public Involvement	\$1,000
Task 3– Site Inventory and/or Characterization	\$0
Task 4 – Area Wide Planning	\$1,000
Task 5 – Cleanup Planning	\$0
Task 6 – Cleanup Performance & Completion	\$0
Total Supplies	\$4,000

V. Contractual (\$782,500 Federal Funding + \$40,000 Cost Share)

For additional narrative to support Contractual costs, please see Section 4.2 Budget Narrative by Task.

Task Description	Total Budget
Task 1 - Project Management & Reporting	\$22,600
Task 2– Public Involvement	\$4,000

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Task 3– Site Inventory and/or Characterization	\$105,000
Task 4 – Area Wide Planning	\$29,500
Task 5 – Cleanup Planning	\$17,500
Task 6 – Cleanup Performance & Completion	\$643,900
Total Contractual	\$822,500

VI. Other: State Oversight (\$2,750 Federal Funding)

For additional narrative to support Other - State Oversight costs, please see Section 4.2 Budget Narrative by Task.

Task Description	Total Budget
Task 1 - Project Management & Reporting	\$250
Task 2– Public Involvement	\$0
Task 3– Site Inventory and/or Characterization	\$0
Task 4 – Area Wide Planning	\$0
Task 5 – Cleanup Planning	\$2,500
Task 6 – Cleanup Performance & Completion	\$0
Total Other: State Oversight	\$2,750

VII. Other: Miscellaneous (\$11,350 Federal Funding)

For additional narrative to support Other – Miscellaneous costs, please see Section 4.2 Budget Narrative by Task.

Task Description	Total Budget
Task 1 - Project Management & Reporting	\$8,750
Task 2– Public Involvement	\$1,600
Task 3– Site Inventory and/or Characterization	\$0
Task 4 – Area Wide Planning	\$1,000
Task 5 – Cleanup Planning	\$0
Task 6 – Cleanup Performance & Completion	\$0
Total Other: Miscellaneous	\$10,750

**Total Cooperative Agreement Budget \$840,000
(\$800,000 Federal Funding + \$40,000 Cost Share)**

Addendum Assessment Work Plan

All Appropriate Inquiry (AAI) Reporting Fact Sheet & Checklist

– Word & Adobe Acrobat Versions:



AAI Reporting fact
sheet and checklist_



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heet-and-checklist-C