

BROWNFIELDS ASSESSMENT COOPERATIVE AGREEMENT

QUARTERLY PROGRESS REPORT #11

Cooperative Agreement Number: BF96166601

Reporting Period: April 1, 2015 – June 30, 2015

Date Submitted: July 31, 2015

Prepared for: City of Chicopee
274 Front Street
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1. PROJECT PROGRESS

Progress reported in this section will clearly identify only those activities performed during the reporting period that were undertaken with EPA funds, and will relate EPA-funded activities to the objectives and milestones agreed upon in the grant workplan.

1.1 Status of Activities During the Reporting Period

For each task described in the workplan:

Describe the work ongoing/accomplished during the quarter

Descriptions should correlate to the activities (tasks, subtasks, objectives, milestones, etc.) agreed upon in the grant workplan.

Site-specific Outputs/Deliverables

Include a listing of site-specific products completed during the quarter; include dates. These outputs should align with the outputs in your approved workplan. Examples include:

- sites entered into the inventory
- site eligibility determination for site X
- signed access agreement for site X
- the sampling and analysis plan/quality assurance project plan for site X
- Phase I and/or Phase II investigation reports for site X
- ABCA or other cleanup planning documents for site X
- Community Relations Plan for site X

List other deliverables or work products completed in the reporting period and provide as attachments. The following are examples of attachments:

- list of properties considered for grant activities
- community meeting minutes or summaries
- educational brochures
- newspaper articles about the grant properties or the grant program
- photographs of properties

Workplan Task 1: Cooperative Agreement Oversight

Describe the work ongoing/accomplished during the quarter:

Subtask: Obtain QEP and legal services (if necessary)

A contract between the City of Chicopee and Tighe & Bond, the City's selected Environmental Consultant was executed on April 1, 2013 (during the 2nd quarter) and a Project Kick-off Meeting was held on April 30, 2013.

Subtask: Reporting

Quarterly Report #11 covers April 1 – June 30, 2015.

Subtask: Records

Grant and site project files are up to date, as of the submission of this quarterly report.

Subtask: Requests for Reimbursements or Advances

Funds were expended during the 11th Quarter. A Request for Reimbursement for 11th

quarter expenses (\$53,367.40) was submitted through the ASAP system on during the 12th quarter.

Subtask: Travel & Training

N/A during the 11th quarter

Site-specific Outputs/ Deliverables:

- Quarterly Report #11 (April 1 – June 30, 2015)

Workplan Task 2: Community Outreach & Involvement

Describe the work ongoing/accomplished during the quarter:

Subtask: Establish Brownfields Steering Committee

The City is advancing Phase I and Phase II studies on a number of properties and is coordinating a Steering Committee to guide the advancement of these potential assessment projects. The framework of this Steering Committee has been established, including the following individuals:

- Carl Dietz, Building Commissioner
- Lee Pouliot, Acting Planning Director

Two additional members to be approached during the 11th quarter include:

- Eileen Drumm, President, Chicopee Chamber of Commerce
- Stephen Huntley, Executive Director, Valley Opportunity Council.

The Steering Committee's first meeting will likely be held during the 12th quarter, if deemed necessary.

Subtask: Establish Information Repository

The Information Repository established during the first quarter is up to date as of the submission of this Quarterly Report. The Information Repository remains available at the Planning Department at any time during normal business hours (Monday – Friday, 9:00a.m. – 5:00p.m.). Additionally, a second copy of the Repository is available at the Chicopee Public Library for review during normal business hours. All documents have also been uploaded to the Planning Department's webpage and are available digitally at (<https://www.chicopeema.gov/page.php?id=74>).

Additionally, the City is completing development of the Brownfields Program website. Entitled HEAL Chicopee and incorporating the elements of Health, Ecology, Activity and Legacy – the HEAL Chicopee website will serve as the City's main community outreach platform for the Brownfields Program. All materials in the Information Repository will be uploaded and available from the website which is expected to launch later this year. The City will also utilize social media including RSS Feeds, Facebook, Twitter, LinkedIn, YouTube, Vimeo, Tumblr and Instagram to further connect the community to the program while opening numerous avenues for residents to provide feedback, thoughts and ideas to the City.

Subtask: Development of Marketing Materials

N/A in 11th Quarter

Subtask: Implement outreach strategy in target areas

N/A in 11th Quarter

Subtask: Hold local public meeting on Phase II sites

N/A in 11th Quarter

Site-specific Outputs/ Deliverables:

- Updated information repository
- Updated site project files

Workplan Task 3: Phase I & Phase II Assessments

Describe the work ongoing/accomplished during the quarter:

Subtask: Site prioritization and eligibility determination

No additional site eligibility determinations were submitted during the reporting period.

Subtask: Phase I Investigations

No additional Phase I investigations were advanced during the reporting period.

Subtask: Phase II preparation

A SSQAPP for additional Phase II assessment work at 296 Front Street has been completed and was approved by EPA on April 23, 2015.

Subtask: Phase II investigation

Phase II investigations were initiated at Facemate Redevelopment Parcel #1, 43 Grace Street and the former Lyman Mills during the 10th quarter. Efforts at 43 Grace Street and the former Lyman Mills have been completed. Phase II work is ongoing at Facemate Redevelopment Parcel #1.

Site-specific Outputs/ Deliverables:

- SSQAPP Approval – 296 Front Street (April 23, 2015)
- Phase II Environmental Report – former Lyman Mills (April 2015)
- Hazardous Building Materials Report – former Lyman Mills (April 22, 2015)
- Hazardous Building Materials Report – Facemate Redevelopment Parcel #1 (April 1, 2015)
- Hazardous Building Materials Report – 43 Grace Street (April 1, 2015)
- Hazardous Building Materials Report – 296 Front Street (May 27, 2015)

Workplan Task 4: Clean-up Planning

Describe the work ongoing/accomplished during the quarter:

Subtask: Cleanup Planning

N/A in 11th quarter

Site-specific Outputs/ Deliverables:

N/A in 11th quarter

1.2 Modifications to the Workplan and Schedule

- 1.2.1** Include a description of any modifications to the workplan that were approved during the reporting period. Also mention in this section modifications to the workplan that will be proposed in the next reporting period. **If none, please state so.**

Please note that mentioning a proposed modification or item requiring approval in the quarterly progress report does not satisfy the requirement for submitting a request to EPA. *Modifications requiring formal approval include changes to the budget and the approved scope of work. Other items requiring approval, such as selection of grant sites, are identified under the terms and conditions of the cooperative agreement.*

No modifications to the workplan were approved during the reporting period; a Request to extend the project performance period for an additional twelve months will be submitted during the next quarter with an updated workplan and schedule.

- 1.2.2** Please also explain in this section any delays or other problems (if any) encountered during this reporting period for each activity, and describe the corrective measures that are planned. Also mention what kind of assistance (such as training or technical support) is needed to address these problems in the future.
If none, please state so.

No significant delays or other problems have been encountered during this reporting period.

- 1.2.3** Submit a revised schedule if changes have occurred. **If none, please state so.**

No changes to the schedule have occurred during this reporting period.

1.3 Resources Leveraged

Describe the efforts you have made during this quarter to leverage additional funds/resources to support your project(s). Describe how these funds are being used to contribute to the performance and success of your project(s) and the amounts.

This includes, but is not limited to, funds and other resources leveraged from businesses, non-profit organizations, education and training providers, and/or Federal, state, tribal and local governments.

These efforts should align with the leveraging efforts you proposed in your grant application and match leveraging data reported in ACRES.

The City was awarded Assessment services (Petroleum only) through the Pioneer Valley Planning Commission's (PVPC) Brownfields Assessment Grant to begin Assessment work on the former Mobil Service Station Property, 229 Center Street,

Chicopee, MA 01013. A total of \$8,000 was approved by the Brownfields Advisory Committee to complete a review of the existing Activity and Use Limitation (AUL) for the Site and conduct a Qualitative Risk Screening including an evaluation of existing data to identify useable data and to identify the need for future additional Phase II site assessment activities to support the proposed removal or modification of the existing AUL allowing greater flexibility in the property's redevelopment. These assessment activities were completed during September 2013. PVPC's Consultant recommended additional Phase II assessment activities (estimated cost of approximately \$12,000) to support the proposed removal or modification of the existing AUL. A request for \$12,000 in additional funding from the PVPC Brownfields Assessment Grant was approved by the PVPC Brownfields Steering Committee and work was completed during the fifth quarter.

Additionally, the City was awarded an EPA Region 1, Targeted Brownfields Assessment (TBA) (Petroleum Funding) for the former Racing Oil Property, 181 Center Street, Chicopee, MA 01013 totaling \$100,000. The TBA has been completed and the City submitted a FY '15 U.S. EPA Brownfields Cleanup Grant Proposal to U.S. EPA. A request for an estimated \$10,000 to complete additional assessment activities on the site was also submitted to PVPC on September 11, 2013 and was approved by the Brownfields Steering Committee. The City and PVPC have completed these assessment activities.

2. PROJECT FUNDS EXPENDED

If your assessment grant includes both hazardous substance and petroleum funding, you must have separate budget tables for each funding type.

Table 1: Costs incurred by task and object class for the quarter.

	Task 1 Cooperative Agreement Oversight	Task 2 Community Outreach & Involvement	Task 3 Phase I & II Assessments	Task 4 Cleanup Planning	Total
Personnel	0	-	-	-	0
Fringe Benefits	-	-	-	-	-
Travel	0	-	-	-	0
Supplies	0	-	-	-	0
Contractual	-	0	\$53,367.40	0	\$53,367.40
Other: Specify	-	-	-	-	-
Total	0	0	\$53,367.40	0	\$53,367.40

Table 2: Summary of costs incurred for project (reflects funding drawdown from grant).

Object Class	Current Approved Budget	Costs Incurred This Quarter	Cumulative Costs Incurred to Date	Total Remaining
Personnel	-*	-	-	-
Fringe Benefits	-	-	-	-
Travel	\$1,500.00	0	0	\$1,500.00
Supplies	\$5,000.00*	0	\$4,838.40	\$161.60
Contractual	\$193,500.00	\$53,367.40	\$77,901.18	\$115,598.82
Other: Specify	-	-	-	-
Total	\$200,000.00	\$53,367.40	\$82,739.58	\$117,260.42

*A Minor Budget Modification is approved by the EPA Project Officer on May 6, 2013.

3. BUDGET AND OVERALL PROJECT STATUS

Include an estimate of the time and funds needed to complete the activities identified in the approved workplan, comparing that estimate with the time and funds remaining, and provide an explanation for any changes. If overall, the project is expected to be on target, please state so. For example, individual tasks may be behind schedule, but overall, is the project expected to be completed on time and within budget?

As of this report, the project is expected to be completed on time and within budget. No significant changes are currently anticipated. A Request to extend the project performance period for an additional twelve months will be submitted during the next quarter with an updated workplan and schedule.

4. PROPERTY-SPECIFIC INFORMATION

Use this table to track key milestones for each approved site worked on throughout the grant. Begin entering and updating site data in ACRES at the Phase I or greater stage of the project (not at site eligibility). Ensure final deliverable dates are consistent in all reports and in ACRES.

			Outputs			
Property Name Address	Haz/Petro	Eligibility Approval Date	Phase I - Draft & Final Date	QAPP Addenda Approval Date	Phase II Report - Draft & Final Date	Cleanup Planning - Draft & Final Date
Cotton Storage Warehouse 165 Front Street Chicopee, MA 01013	Hazardous Materials	7/19/2012	Draft: 8/10/2012 Final: 8/27/2012	N/A	N/A	N/A
Former Hampden Steam Plant Depot Street Chicopee, MA 01013	Hazardous Materials	2/5/2014	Draft: 2/21/2014 Final: 2/28/2014	N/A	N/A	N/A
43 Grace Street Chicopee, MA 01020	Hazardous Materials	10/14/2014	Draft: 2/5/2015 Final: 2/6/2015	1/28/2015	HBMS: 4/1/2015	N/A
Facemate Redevelopment Parcel #1 0 West Main Street Chicopee, MA 01020	Hazardous Materials	10/14/2014	Draft: 4/2010 Final: 4/2010	1/20/2015	HBMS: 4/1/2015	N/A
296 Front Street Chicopee, MA 01013	Hazardous Materials	10/21/2014	Draft: 10/30/2014 Final: 11/3/2014	4/23/2015	HBMS: 5/27/15	N/A
Former Lyman Mills 165 Front Street Chicopee, MA 01013	Hazardous Materials	1/15/15	Draft: 2/11/2015 Final: 2/24/2015	3/6/2015	Draft: 4/2015 Final: 4/22/2015	N/A