

CLEANUP WORKPLAN

City of Chicopee

Workplan for CERCLA Section 104(k) Cleanup Cooperative Agreement

10/1/2014 – 9/30/2017

1. GOAL 3: Cleaning Up Communities and Advancing Sustainable Development Objective 3.1 Promote Sustainable and Livable Communities

CFDA: 66.818 Assessment, Cleanup, and Revolving Loan Fund Grants

OBJECTIVE: The Small Business Liability Relief and Brownfields Revitalization Act (SBLRBRA) was signed into law on January 11, 2002. The Act amends the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), as amended, by adding Section 104(k). Section 104(k) authorizes the U.S. Environmental Protection Agency (EPA) to provide funding to eligible entities to inventory, characterize, assess, conduct planning related to, remediate, or capitalize revolving loan funds for, eligible brownfield sites. Entities are selected from proposals prepared in accordance with the “Proposal Guidelines for Brownfield Assessment, Revolving Loan Fund, and Cleanup Grants,” and submitted in a national competition. The City of Chicopee, MA as a general purpose unit of local government was selected for Cleanup funding in the FY 2014 competition.

The former Facemate property is located adjacent to the former Uniroyal property, consisting of approximately 28 acres. Together, the former Uniroyal and Facemate properties are known as ‘RiverMills at Chicopee Falls’ – the largest Brownfields Redevelopment Project in Chicopee’s history.

Facemate Redevelopment Parcel #1 consists of approximately 4.6 acres and encompasses the southern portion of the former Facemate property. It includes former Facemate Building C (known as the Baskin Building), a rectangular brick warehouse consisting of two (2) levels. Dimensions are approximately 146 feet by 38 feet with a finished space of approximately 11,000 square feet.

The former Facemate Corporation property consisted of approximately 20.2 acres and was developed in the early 1800s for the manufacture of textiles. Between 1823 and 1915 the Site was owned by the Chicopee Manufacturing Company which manufactured and processed cotton cloth. The property was bought by Johnson & Johnson in 1915, who continued production activities. In 1977, the property was purchased by Facemate Corporation, which produced finished cotton and synthetic cloth. Facemate Corporation was forced to shut down in 2003 due to bankruptcy and foreclosure proceedings. The City acquired the property by parcel in 2003 and 2005 through tax foreclosure. To date, the City has invested over \$30 million at RiverMills to address site security, demolition, cleanup, site preparation and construction of the City’s new Senior Center.

The vacant Redevelopment Parcel #1 is considered blight on the neighborhood – providing no economic, social or environmental benefits to Chicopee. To best benefit Chicopee Falls and the City, the goal of the project to be funded by this Cooperative Agreement is to complete the

cleanup and management of on-site debris, waste and contaminated soils. The completion of these cleanup activities assists the City in making its best effort to market the parcel and the Baskin Building for reuse and redevelopment per a Memorandum of Agreement (MOA) with the Massachusetts Historical Commission (MHC). Additionally, such potential reuse of the building is consistent with redevelopment strategies identified in the comprehensive RiverMills Vision Plan.

Cooperative Agreement funding will be used to cover the costs of activities at or in direct support of brownfields sites as defined under CERCLA 101(39). The overall coordination of the Cooperative Agreement will be carried out by Lee M. Pouliot, ASLA / LEED Green Associate, Planner & Administrator in the City's Office of Community Development, assisted by additional Community Development staff, the City Treasurer's Office and City Solicitor Marshall Moriarty. Technical assistance and oversight will be provided by the City's Licensed Site Professional (LSP), Alan Hanscom of BETA Group, Inc. The City selected BETA Group to provide LSP services for this project through a full and open competition including a public procurement process in compliance with state and federal procurement regulations and executed a contract with BETA in January 2010. Additional assistance and oversight will be provided by the Massachusetts Department of Environmental Protection (MassDEP) via the Site's Brownfield Support Team (BST), led by Eva Torr, P.E. of MassDEP.

Describe your project and cleanup plan: The former Facemate property and the neighboring former Uniroyal property are part of 'RiverMills at Chicopee Falls,' a redevelopment project encompassing approximately 65 acres of Brownfields property. The RiverMills Vision Plan was completed in December 2010 and proposes the creation of an active and passive recreational network that reconnects the neighborhood to the Chicopee River. This network is the armature around which a mixed-use community of residential, commercial and office developments is molded. Based on extensive market analysis and community input, the redevelopment program includes the following elements:

- active and passive recreational network;
- 33,500 square feet of new commercial/retail space;
- 131,000 square feet of new office space;
- 131 new residential units;
- a 34,500 square foot Recreational Center; and
- a 21,000 square foot Senior Center.

Redevelopment Parcel #1 consists of approximately 4.6 acres and encompasses the southern portion of the former Facemate property. It includes former Facemate Building C (known as the Baskin Building). The City has completed over seven million dollars in site-wide demolition and remediation work during summer and fall of 2013. Additionally, the City has completed an ALTA/ACSM Land Title Survey and Subdivision Plans for the property to create three re-development parcels including Redevelopment Parcel #1. The adjacent parcel has been redeveloped as the City's new Senior Center, a 21,000 square foot facility that will open in late summer 2014.

The Development Vision for Redevelopment Parcel #1 as defined in the RiverMills Vision Plan and Expanded Notification Form (EENF) with Phase I Waiver Request as submitted to the Office of Energy and Environmental Affairs/Massachusetts Environmental Policy Act (MEPA) Office includes re-use of the 11,000 square foot Baskin Building as commercial/retail space and the development of eight (8) residential units. This proposal received a MEPA Phase I Waiver on September 12, 2012. The City anticipates development proposals by private development teams to vary from this original vision; however development teams are expected to capitalize on the catalytic components of RiverMills Center (the City's new Senior Center) once the facility opens in late 2014.

The proposed clean-up plan includes the capping in place with on and off-site management of debris, wastes and contaminated soils. Where the residual contaminant levels meet acceptable risk management objectives under the Massachusetts Contingency Plan (MCP), capping with two feet of an engineered barrier (i.e. parking areas) and/or three feet of soil in landscaped areas is often a cost effective strategy that is protective of both human health and the environment. It is likely that this alternative would also include off-site management of: recyclable and reusable material (including contaminated soil); all hazardous and special wastes; and any other deleterious materials that are not suitable for capping on the Site. On-site consolidation of certain debris and/or contaminated soil in designated areas (i.e. parking, under buildings, etc.) would also be implemented where appropriate and consistent with applicable regulations.

Given the nature of the cleanup work to be performed, no institutional or engineering controls would be necessary after abatement completion. All necessary environmental controls will be implemented and properly monitored over the course of the project. All asbestos wastes and other hazardous materials will be properly managed at appropriately licensed off-site disposal facilities.

1. FUNDING: \$200,000 Hazardous Substances; \$0 Petroleum

2. BUDGET:

	Task 1: Cooperative Agreement Oversight	Task 2: Cleanup Design & Procurement	Task 3: Cleanup Activities	Task 4: Air Monitoring & Post-Cleanup Air Clearance Testing	Total
Personnel					
Fringe Benefits					
Travel	\$2,500				
Equipment*					
Supplies	\$1,000				
Contractual		\$20,000	\$152,000	\$24,500	
Other (specify)					
Total Federal Funding	\$3,500	\$20,000	\$152,000	\$24,500	\$200,000
Cost Share**	\$10,000		\$30,000		\$40,000
Total Budget	\$13,500	\$20,000	\$182,000	\$24,500	\$240,000

* EPA defines equipment as items that cost \$5,000 or more. Items costing less than \$5,000 are considered supplies.

**For each Task which includes an estimated cost share contribution, indicate how the estimate was calculated in a Budget Detail Attachment (Attachment 1).

3. WORKPLAN TASKS:

Task 1: Cooperative Agreement Oversight

Task 1 - Cooperative Agreement Oversight Subtasks (Commitments) Pre-Cleanup	Anticipated Outputs (projected activities, deliverables, reports) and Anticipated Outcomes (projected results, effects, improvements)	Anticipated Accomplishment Date(s) (Month/Year)	Actual Accomplishment Date(s)
Establish Information Repository	Outputs: <ul style="list-style-type: none"> • Digital and hard-copy repositories of documents which allow the public to review site assessment & cleanup history/progress • On-going updates to the City's Brownfields Website: HEALChicopee Outcomes: <ul style="list-style-type: none"> • Educate community on the planning process for assessment and cleanup activities • Detail process to select preferred cleanup alternative • Allow ongoing community interaction with Brownfields Program through the City's Brownfields Website 	Establish repository and HEALChicopee by 8/30/14; ongoing updates with draft and final documents	

<p>Reporting</p> <ul style="list-style-type: none"> • Prepare quarterly reports, M/WBE semi-annually and FFR form at the end of the reporting period • Enter site data in ACRES • Prepare final report and grant closeout material 	<p>Outputs:</p> <ul style="list-style-type: none"> • Quarterly reports and other forms; updated ACRES database; final report and closeout forms <p>Outcomes:</p> <ul style="list-style-type: none"> • Ensures compliance with Terms & Conditions reporting requirements 	<p>Quarterly reports every quarter; M/WBE forms 3/30 & 9/30; ACRES updated when site activities occur</p>	
<p>Request for Reimbursements or Advances</p>	<p>Outputs:</p> <ul style="list-style-type: none"> • Forms submitted to Las Vegas for payment <p>Outcomes:</p> <ul style="list-style-type: none"> • Reduce unliquidated obligations 	<p>Ongoing</p>	
<p>Travel & Training</p> <ul style="list-style-type: none"> • Attend brownfields related meetings, training sessions and conferences 	<p>Outputs:</p> <ul style="list-style-type: none"> • Attend meetings, conferences and/or training sessions • Potential development of RiverMills presentation(s) for upcoming national Brownfields Conference <p>Outcomes:</p> <ul style="list-style-type: none"> • Increase knowledge of brownfields issues and programs • Share Brownfields experiences in Chicopee with other municipalities 	<p>Ongoing</p>	
<p>Prepare Community Relations Plan</p> <ul style="list-style-type: none"> • Prepare plan to involve public in cleanup activities 	<p>Outputs:</p> <ul style="list-style-type: none"> • Plan for involving the community in cleanup activities <p>Outcomes:</p> <ul style="list-style-type: none"> • Improve understanding and participation in cleanup and redevelopment process 	<p>9/30/14</p>	
<p>Prepare Analysis of Brownfields Cleanup Alternatives (ABCA)</p>	<p>Outputs:</p> <ul style="list-style-type: none"> • Approved ABCA documenting how and why cleanup alternative was selected • ABCA placed in information repository, etc. <p>Outcomes:</p> <ul style="list-style-type: none"> • Ensure proper cleanup alternative is selected and communicated to the public 	<p>11/30/14</p>	
<p>Implement 30-Day Public Comment Period on ABCA</p>	<p>Outputs:</p> <ul style="list-style-type: none"> • Allow for review and comment of cleanup related documents 	<p>12/1/14</p>	

	<p>Outcomes:</p> <ul style="list-style-type: none"> • Develop consensus on most appropriate cleanup alternative 		
Public Meetings	<p>Outputs:</p> <ul style="list-style-type: none"> • Meeting to inform the public of cleanup activities and provide a chance for input & comment <p>Outcomes:</p> <ul style="list-style-type: none"> • Improve understanding of cleanup and allow for potential, appropriate modifications based on public input 	Estimate of one public meeting during ABCA Public Comment Period. Additional community input to be solicited through the HEALChicopee website	
<p>Prepare Decision Document</p> <ul style="list-style-type: none"> • Document results of public comment period and public meeting to include comments received, public meeting attendance, response to relevant comments, selection of final cleanup remedy, any changes to the final cleanup remedy, etc. 	<p>Outputs:</p> <ul style="list-style-type: none"> • Memo or letter, with appropriate attachments <p>Outcomes:</p> <ul style="list-style-type: none"> • Ensure that the public comment process is documented and final cleanup remedy is selected 	12/31/14	
<p>Historic Preservation</p> <ul style="list-style-type: none"> • Assist EPA project Officer in collecting information and determining if Section 106 applies 	<p>Outputs:</p> <ul style="list-style-type: none"> • Information and reports required to comply with Section 106 historic preservation requirements <p>Outcomes:</p> <ul style="list-style-type: none"> • Compliance with Section 106 historic preservation requirements 	8/30/14	

Task 2: Abatement Design & Procurement

Task 2 – Abatement Design & Procurement Subtasks (Commitments)	Anticipated Outputs (projected activities, deliverables, reports) and Anticipated Outcomes (projected results, effects, improvements)	Anticipated Accomplishment Date(s) (Month/Year)	Actual Accomplishment Date(s)
Obtain Licensed Site Professional Services <ul style="list-style-type: none"> • Provide documentation of procurement process followed in 2010 to EPA Project Officer including Request for Proposals and existing contract • Prepare scope of work, negotiate fees and execute Contract Amendment • Develop deliverables schedule, project timeline 	Outputs: <ul style="list-style-type: none"> • High quality, professional work products that meet the City’s and EPA’s expectations • Confirmation in quarterly report that LSP selection was competed and made Outcomes: <ul style="list-style-type: none"> • Maintain effective work force to meet work plan commitments 	8/30/14	
Hold a kickoff meeting with State, EPA, LSP & local project administrators	Outputs: <ul style="list-style-type: none"> • Meeting & Minutes Outcomes: <ul style="list-style-type: none"> • Ensure all agencies are in agreement with cleanup plan 	1/31/15	
Green & Sustainable Remediation (GSR) <ul style="list-style-type: none"> • Incorporate green and sustainable remediation principles/techniques into your project • Address regional climate change and resiliency issues in ABCA and alternatives analysis 	Outputs: <ul style="list-style-type: none"> • GSR language in ABCA and RFP • Track and report GSR in quarterly reports • Documentation of review of potential climate change impacts/project resiliency to cleanup project. Outcomes: <ul style="list-style-type: none"> • Greener and more sustainable cleanup • Resiliency of cleanup project to address climate change impacts 	Before, during and after remediation activities	
Prepare Site Specific Quality Assurance Project Plan & Health and Safety Plan <ul style="list-style-type: none"> • Prepare a SSQAPP for any environmental post cleanup sampling to be conducted on site and submit to EPA for approval 	Outputs: <ul style="list-style-type: none"> • EPA approved SSQAPP • Place SSQAPP in information repository Outcomes: <ul style="list-style-type: none"> • Ensure proper confirmatory testing methods and analytical data results are achieved 	1/31/15	

<p>Abatement Design & Engineering</p> <ul style="list-style-type: none"> • Complete additional pre-cleanup assessment, if required • Develop construction documents and technical specifications for cleanup • Develop budget detailing use of EPA funds for cleanup • Complete RFP/bid package for cleanup project (including Davis-Bacon requirements) • Secure Alternative Work Practices (AWP) Plan from MassDEP 	<p>Outputs:</p> <ul style="list-style-type: none"> • Approved remedial action and engineering/design documents and an approved budget • Place documents in information repository, etc. <p>Outcomes:</p> <ul style="list-style-type: none"> • Ensure cleanup will be done in compliance with state response program and EPA funds will be used for eligible costs 	2/28/15	
<p>Project Bidding / Cleanup Contractor Selection</p> <ul style="list-style-type: none"> • Advertisement • Proposal Review • Selection • Contract Execution 	<p>Outputs:</p> <ul style="list-style-type: none"> • RFP/Bid Package • Selection of cleanup contractor <p>Outcomes:</p> <ul style="list-style-type: none"> • Ensure selected cleanup contractor is qualified and able to complete abatement work as anticipated in RFP 	3/31/14	
<p>Project Status Meetings</p> <ul style="list-style-type: none"> • Conduct periodic project status meetings with LSP to discuss project issues and priorities 	<p>Outputs:</p> <ul style="list-style-type: none"> • Hold meetings • Minutes to document meeting discussions <p>Outcomes:</p> <ul style="list-style-type: none"> • Ensure LSP addresses all project priorities and objectives 	Ongoing; as required	

Task 3: Abatement Activities

Task 3 – Abatement Activities Subtasks (Commitments)	Anticipated Outputs (projected activities, deliverables, reports) and Anticipated Outcomes (projected results, effects, improvements)	Anticipated Accomplishment Date(s) (Month/Year)	Actual Accomplishment Date(s)
Oversight of cleanup activities <ul style="list-style-type: none"> LSP conducts appropriate site inspections during remediation to ensure compliance with cleanup plans 	Outputs: <ul style="list-style-type: none"> Weekly inspections Site reports by LSP Documents placed in information repository Outcomes: <ul style="list-style-type: none"> Ensure cleanup is conducted in compliance with all federal and state regulations 	Ongoing; weekly during remediation activities	
Davis-Bacon Documentation <ul style="list-style-type: none"> Conduct site inspections to ensure proper wage rates and posters are available to workers on-site Collect, review and maintain payrolls Conduct on-site labor interviews 	Outputs: <ul style="list-style-type: none"> Payrolls, labor interviews, etc. Outcomes: <ul style="list-style-type: none"> Ensure compliance with Davis-Bacon requirements 	Ongoing, during remediation activities	
Cleanup Activities <ul style="list-style-type: none"> Complete cleanup activities per approved remedial action and engineering/technical documents 	Outputs: <ul style="list-style-type: none"> Cleanup and management of on-site debris, waste and contaminated soils Outcomes: <ul style="list-style-type: none"> Prepare site for redevelopment Protect health and environment of neighborhood 	4/15/15 – 8/15/15	
Cleanup Documentation <ul style="list-style-type: none"> Prepare and submit close-out documentation indicating that cleanup is complete and protective to human health and the environment and identifies any institutional controls and long term monitoring 	Outputs: <ul style="list-style-type: none"> Final cleanup reports documenting cleanup is complete Place documents in repository, etc. Outcomes: <ul style="list-style-type: none"> State approval of cleanup and ensure cleanup is protective of human health and the environment 	8/15/15	
Complete Cleanup Documentation <ul style="list-style-type: none"> Receive final cleanup complete letter from LSP and submit to EPA 	Outputs: <ul style="list-style-type: none"> Letter from LSP Letter submitted to EPA Placed letter or documentation in information repository, reported in ACRES, and quarterly reports, etc. Outcomes: <ul style="list-style-type: none"> Cleanup project completed City advances to Request for Design Proposals process for site redevelopment 	9/15/15	

Task 4: Air Monitoring & Post-Cleanup Testing

Task 3 – Air Monitoring & Post-Cleanup Testing Subtasks (Commitments)	Anticipated Outputs (projected activities, deliverables, reports) and Anticipated Outcomes (projected results, effects, improvements)	Anticipated Accomplishment Date(s) (Month/Year)	Actual Accomplishment Date(s)
Air Monitoring & Post-Abatement Testing <ul style="list-style-type: none"> • Monitoring and post-cleanup testing completed by LSP, in accordance with SSQAPP 	Outputs: <ul style="list-style-type: none"> • Air samples and analytical results Outcomes: <ul style="list-style-type: none"> • Confirm no release of hazardous materials to the environment (specifically asbestos) 	8/15/15	

5. **QUALITY ASSURANCE:** Prior to undertaking confirmatory sampling, the City of Chicopee, through its LSP, will prepare and submit a Quality Assurance Project Plan (QAPP) which meets with the approval of the U.S. EPA Region I Brownfields Program. The QAPP will describe the sampling and analytical strategies, methods, and procedures approved by EPA.

6. **PRE-AWARD COSTS:** The City of Chicopee requests the approval of pre-award costs for this Cooperative Agreement. It is estimated the City will need \$10,000 to do the following activities: Workplan Task I: Cooperative Agreement Oversight & Workplan Task II: Cleanup Design and Procurement (please see Workplan Task breakdown above in 3. Workplan Tasks).

7. **ATTACHMENT 1:** Please see Attachment 1 for Task I & III Budget Information

Task 1: Cooperative Agreement Oversight

Position/Title	Estimate Time (Hours)	Hourly Wage	Total
Personnel	0	0	0
Total Personnel	0	0	0
Fringe (xx%)	0	0	0
Travel	\$2,500	/	\$2,500.00
Supplies	\$1,000	/	\$1,000.00
Contractual	0	/	0
Total Federal Funding	\$3,500	/	\$3,500.00
Cost Share (Cleanup & RLF only)	\$10,000	/	\$10,000.00
Total Budget	\$13,500	/	\$13,500.00

Explanation of Costs

*Travel:

- Brownfields Related Meetings, Training Sessions and/or Conferences (plan for three (3) individuals attending up to six (6) events
 - Mileage (up to 1,000 miles x \$0.565/mile) = \$565.00
 - Tolls = \$135.00
 - Meals (3 people x 6 days x \$50.00/day) = \$900.00
 - Registrations (3 people x 6 events x \$50.00/event) = \$900.00

**Supplies: Tell us what you intend to purchase and for how much

- Postage = \$100.00 (example)
- Copying = \$150.00 (example)
- HEAL Chicopee Website Maintenance & Hosting Fees = \$750

***Contractual: N/A in Task 1

****Cost Share: The City of Chicopee will meet the 20% cost share for all Tasks in the budget with Community Development Block Grant (CDBG) funds. \$10,000 of the total Cost Share will be attributed to Lee M. Pouliot's time to complete all Cooperative Agreement Oversight sub-tasks.

Task 3: Abatement Activities

Position/Title	Estimate Time (Hours)	Hourly Wage	Total
Personnel	0	0	0
Total Personnel	0	0	0
Fringe (xx%)	0	0	0
Travel	0	/	0
Supplies	0	/	0
Contractual	\$152,000	/	\$152,000.00
Total Federal Funding	\$152,000	/	\$152,000.00
Cost Share (Cleanup & RLF only)	\$30,000	/	\$30,000.00
Total Budget	\$182,000	/	\$182,000.00

Explanation of Costs

*Travel: N/A in Task 3

**Supplies: N/A in Task 3

***Contractual: Contractual activities under Task 3 include the procurement of a cleanup contractor to complete the cleanup project as selected from the ABCA. Services will likely include the capping in place with on and off-site management of debris, wastes and contaminated soils following all applicable federal and state regulations.

****Cost Share: The City of Chicopee will meet the 20% cost share for all Tasks in the budget with Community Development Block Grant (CDBG) funds. \$30,000 of the total Cost Share will be attributed to Abatement Activities.