



CITY OF BAKER, LOUISIANA

REQUEST FOR QUALIFICATIONS & PROPOSALS

Professional Environmental Services

for

BROWNFIELD COMMUNITY-WIDE ASSESSMENT

**CITY OF BAKER, LA
BRFOWNFIELD COMMUNITY-WIDE ASSESSMENT**

**REQUEST FOR QUALIFICATIONS AND PROPOSALS (RFQP)
PROFESSIONAL ENVIRONMENTAL SERVICES**

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SECTION 1
NOTICE TO RESPONDING FIRMS - TERMS, CONDITIONS AND EXCEPTIONS

The City of Baker, LA (City) is seeking qualifications and proposals for professional environmental services from qualified environmental consulting firms (Respondent) to provide environmental assessment services as outlined in this RFQP. The City plans to select a single Respondent that meets the threshold and selection criteria specified in this RFQP.

The RFQP is open to all qualified environmental professionals (QEPs) capable and qualified to meet the objectives and requirements described in this document. Qualified woman-owned businesses (WBE), minority-owned businesses (MBE) and/or Veteran-owned businesses (VBE) organizations are encouraged to respond. Firms that intend to use subcontractors must solicit such firms in the subcontracting process. The City of Baker is an Equal Opportunity Employer; all bids must be in compliance with 2 CFR 200 Appendix II(C), 200.327-329, Appendix II(I), 200.336, 200.333, Appendix II(J) See 200.322, 200.325, Appendix II(D), Appendix II(B), Appendix II(E) and Appendix(G).

Proposals should be prepared simply and economically providing a straightforward and concise description of the Respondent's ability to meet the requirements of the RFQP. They become the property of the City of Baker, LA once reviewed whether awarded or rejected. All information contained in the Respondent's proposal is subject to disclosure under the provisions of Public Act No. 442 of 1976, *Freedom of Information Act* except where specifically exempted.

Firms and/or individuals responding should have experience with federally funded programs and be licensed to practice in Louisiana. Work performed may be subject to federal contractual provisions such as minimum federal wage rates (Davis-Bacon Act) and, therefore, compliance with such provisions will be made a part of the contract.

The City is exempt from sales taxes. The successful Respondent shall be responsible for all applicable sales and use taxes.

All responses shall include –

- a. References. The City reserves the right to contact any of the references included in the proposal submitted as well as the representatives of any of projects submitted under past experience.
- b. Evidence of current general and professional liability insurance.
- c. Disclose any existing or potential conflicts of interest relative to the performance of the contractual services resulting from this RFQP. Any such relationship that might be perceived or represented as a conflict should be disclosed. Upon submitting a response to this RFQP, Respondents affirm that they have not given, nor intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant of the City or any employee or representative of same, in connection with this qualification process. The City will determine whether a conflict of interest exists and whether it may reflect negatively on the City's selection of a Respondent.

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The City reserves the right to disqualify any Respondent on the grounds of actual or apparent conflict of interest.

All responses shall include evidence of current general and professional liability insurance.

This RFQP is not a bid and, therefore, no formal bid opening will be held. The intent of this RFQP is to determine the most qualified and cost-competitive firm(s) or individuals interested in this project.

The City of Baker reserves the right to:

- a. select a Respondent without an interview;
- b. select the top ranked Respondents to present their qualifications and approach at an oral presentation;
- c. reject any proposal it determines to be unresponsive and deficient in any of the information requested; and/or
- d. negotiate with all persons or firms submitting a Statement of Qualification in accordance with the laws of the State of Louisiana and the United States.

Neither the City nor their representatives shall be liable for any expenses incurred in connection with the preparation of a response to this RFQP.

The City reserves the right to alter, amend or modify any provisions of this RFQP, or to withdraw this RFQP at any time prior to the award date included in the Schedule if deemed in the best interest of the City.

The City shall not be required to award a contract to any of the Respondents to this RFQP. At its sole and absolute discretion, the City shall determine the successful Respondent, if any. Reasons for non-award of this contract may include, but are not limited to, dissatisfaction of the submitted proposals, insufficient interest from Respondents, withdrawal of one or more of the grants or funding sources anticipated being used to fund the project.

The final award of the Project is conditional on the Respondent executing a written Contract acceptable to the City. In the event the successful Respondent does not enter into the required Contract to carry out the purposes described in this RFQP, the City may, in addition to any other rights and remedies available at law or in equity, commence negotiations with another person or entity. In no event shall any obligation of any kind be enforceable against the City unless and until a written Contract has been fully executed.

SECTION 2
SCHEDULE

The RFQP schedule and related deadlines are as follows:

Advertisement in Official Journal	
Notice to SMWBE & LSAF	
Posting on City's website	
Notice to other media sites	Jul 17, 2025
Receipt of written inquiries/clarifications	Jul 31, 2025 by 5PM
Response to written inquiries/clarifications	Aug 4, 2025
Receipt of RFQP	Aug 14, 2025 by 4PM
Interviews (if deemed necessary)	Aug 19 - 20, 2025
Award to Successful Respondent	Aug 21, 2025
Execution of Contract	Aug 22, 2025

Inquiries or requests for clarification of this RFQP must be submitted via email to both Ashley Batts (abatts@cityofbakerla.com) and Mary Sue Stages, CPA (mstages@cityofbakerla.com) no later than 5PM on July 10th. Responses will be provided via email and include all Respondents. It is the Respondent's responsibility to provide a current email address.

SECTION 3 PROJECT DESCRIPTION AND SCOPE OF WORK

Project Description

The City, in an effort to address environmental concerns at vacant and underutilized sites within its boundaries, was awarded a brownfields community-wide assessment grant (defined under 2 CFR § 200.64) from the U.S. Environmental Protection Agency in 2023. The purpose of this grant is to assess sites affected by petroleum and/or hazardous material substances.

Assessment activities are expected to begin by the Fall of 2025 and be completed no later than July of 2027 to enable timely submission of final reports/documentation required by this grant's deadline of September 30, 2028. Costs will need to be allocated among the various tasks, as appropriate, and all assessment activities must meet federal and state requirements. The approximate budget breakdown is as follows:

Support/community engagement	\$ 60,500
Site inventory/assessments	283,500
Clean-up/reuse planning	<u>156,000</u>
Total Awarded	<u>500,000</u>

The Respondent is expected to achieve the following goals outlined within the Brownfields Assessment Program and the Community Involvement Plan (CIP):

- ▶ Work with EPA, the City's administration, community leaders and other key partners to finalize the list of sites to be assessed based on need and financial availability/grant capacity.
- ▶ Complete thorough Phase I and Phase II assessments on the selected sites to determine the scope and extent of contamination by site.
- ▶ Develop cost-effective and efficient scenarios for remediation as necessary.
- ▶ Perform area-wide planning activities including educational site visits, public meetings and summaries of site redevelopment profiles.

Scope of Work

The proposed scope of work under this RFQP includes with City administration to provide the following:

1. Program Development and Community Engagement – Coordinate an appropriate number of public and stakeholder meetings; Draft media releases, FAQ sheets and presentations for outreach; Assist with quarterly and annual reports and updates to ACRES database and other programmatic and planning activities in support of inventory, assessment and outreach activities.
2. Site Inventory and Prioritization – Visit community, inspect sites, meet with stakeholders, collect eligibility data for sites, maintain inventory through ACRES and BIT (Brownfields

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Inventory Tool) and work with City to prioritize sites including all necessary documentation to evidence processes and decisions.

3. Quality Assurance Project Plan (QAPP), Phase I and Phase II Environmental Site Assessments (ESAs) – Draft a QAPP; Conduct necessary Phase I and Phase II ESAs; Develop site-specific sampling and analysis plans as well as health and safety plans for each site where a Phase II ESA is completed; Conduct building assessments, as necessary
4. Cleanup/Reuse Planning Activities – Prepare Remedial Action Plans (RAPs) including revitalization plans, market studies and site reuse assessments; Prepare Analysis for Brownfields Cleanup Alternatives (ABCA) for sites identified for cleanup.

The contract resulting from this RFQP will extend until the close of the grant period (9/30/2028). It may be amended by the City to accommodate the terms and conditions of future EPA grants that may be awarded provided a market survey indicates that the prices proposed remain reasonable.

SECTION 4

INSTRUCTIONS TO RESPONDENTS

Delivery

Interested firm(s) should submit three (3) paper copies and one (1) .pdf copy of their Statement of Qualifications clearly marked on the front cover with, “RFQP – BROWNFIELD COMMUNITY-WIDE ASSESSMENT”. Responses should be addressed to

Ashley Batts, Purchasing Agent
City of Baker, Louisiana
P O Box 707
Baker, LA 70704.

They may also be hand-delivered to 3325 Groom Road in Baker, LA. Hand-delivered proposals must be date/time stamped by the City’s receptionist to be considered. Delivery method must ensure that responses be physically received on or before the date indicated in the Schedule. If responding via electronic medium, please follow the instructions provided therein.

Questions/Clarifications and Subsequent Addenda

A pre-proposal meeting will not be held. Questions or clarifications of RFQP requirements shall be submitted via email to the people and by the date indicated in the Schedule. Please include ‘RFQP Community-wide Assessment Inquiry’ in the subject line. Should you not receive a response within 48 hours, please contact Ashley Batts at 225-778-1751 to ensure that your email was received.

All interpretations, corrections or additional RFQP provisions that the City may decide to include will be made as an official addendum posted on its website (www.cityofbakerla.com) for all parties to download. It is the Respondent’s responsibility to determine that it has received any addendums before submitting a response. Failure to receive any official addendum(s) shall not relieve the Respondent of the responsibility for complying with the terms thereof. The City will not be bound by oral responses to inquiries or written responses other than written addenda.

Interviews

The City may request interviews with one or more Respondents giving the opportunity to discuss qualifications, past experiences, proposed scope of work and fees in more detail. Such interviews will be held July 28th. Interviews may be held via Microsoft Teams or Zoom.

Debarment and Suspension

Along with your response to this RFQP, you also must include verification that your company (as well as the company’s principal and any subcontractors) is not listed (i.e., is not debarred) through the Federal System for Award Management (www.SAM.gov). Please include a printed copy of the search results that includes the record date.

Award Protests

Any protests regarding the award of this RFQP must be in writing to the Purchasing Agent within five (5) business days of the award date. It must clearly state the reason(s) for the protest. The Purchasing Agent will provide the Respondent with the appropriate instructions for filing a protest. It will be reviewed by the City Attorney or his/her designee whose decision shall be final.

Small and Minority Businesses, Women's Business Enterprises and Labor Surplus Area Firms

The Respondent shall, in accordance with 2 CFR 200.321 demonstrate the intended roles of SMWBE & LSAF for the project, demonstrate an ability to give priority to and show how qualified SMWBE & LSAF services would be utilized in the project team. The selected Respondent shall be responsible for providing appropriate SMWBE & LSAF documents during negotiations. Specific steps to fulfill this vendor diversity requirement include:

- Placing qualified small and minority businesses and women business enterprises on solicitation lists
- Assuring that small and minority businesses and women business enterprises are solicited whenever they are potential sources
- Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit participation by small and minority business and women's business enterprises
- Establishing delivery schedules – where the requirement permits – which encourage participation by small and minority businesses and women's enterprises
- Using the services and assistance, as appropriate, of such organizations as the Small Business Administration (SBA) and the Minority Business Development Agency of the U.S. Department of Commerce (DOC); and
- Requiring the Prime Contractor, if subcontracts are to be let, to take the affirmative steps listed in items (1) through (5) of this section.

Size of Statement of Qualifications

The total size of the response submitted should be on 8.5" x 11" paper and no more than 30 pages, single-sided, in length. Certificates of liability and professional insurance do NOT count towards the RFQP page count. If concept plans and schedules are provided, they may be on 11" x 17" paper and will count for only one (1) page. Supplemental information is limited to 20 pages, must be separate from the base proposal and must clearly be labeled as "Supplemental Material". A digital copy shall be provided in PDF format and all RFQ information should be submitted as a single file. Any additional information supplemented to the RFQ should be submitted in PDF format in a separate single file.

SECTION 5

MINIMUM SUBMISSION REQUIREMENTS

In responding to this RFPO, please submit a Statement of Qualifications addressing the following items at a minimum:

1. Transmittal Letter with:

- a. RFQP subject
- b. Name of the Respondent responding, including mailing address, e-mail address, telephone number, and name(s) of contact person(s).
- c. The name of the person or person authorized to make representations on behalf of the Respondent, binding the Respondent.
- d. A Statement of Familiarity confirming key personnel have read proposal attachments, visited the site and familiar with terrain and surrounding areas.

2. Description of the Understanding of the Project

3. Description of the Respondent Project Approach

- a. Ability to meet applicable federal and state regulations governing environmental site assessments.
- b. Methodologies to perform site assessments and confirmatory sampling.
- c. Technologies or testing methods utilized to assess specific types of contamination.
- d. Innovative ideas for maximizing the value and amount of work that can be completed within the budget available through the EPA grant providing rationale and evidence of the value and effectiveness of this approach.
- e. Record of health/safety practices and programs for the past three years.

4. Organization Description

5. Organizational Chart of Proposed Team showing names and roles of all key personnel and sub-Respondents

6. Description of “Services to be Performed” including but not limited to those included in the Scope of Work above.

7. Assumptions and Expectations.

8. Project Resumes of at least four (4) and no more than six (6) similar projects successfully permitted or completed projects within the last eight (8) years. A minimum of three (3) projects must be constructed and completed. Reference contacts for each project must be provided. Selected project

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resumes must provide a minimum of four (4) different references. At a minimum, the following information needs to be clearly conveyed:

- a. Project Name
- b. Project Location
- c. Project Organization and/or Municipality
- d. Identify if project had grant funding. If so, what agency and grant.
- e. Principal-In-Charge
- f. Project Key Personnel and sub-Respondents
- g. Project description including applicable permitting agencies, permitting experience, experience with planning and feasibility studies, design approach, and/or implementation during construction.
- h. The project status (permitted, bid, under construction or completed),
- i. Awarded and/or actual Cost of Services
- j. Percentage of variation from initial services estimate.
- k. Date of Completion of Services
- l. Applicable permitting agencies for the project
- m. Client reference information with knowledge of the Respondent's work on the specified projects including contact name, current organization, address, phone number and e-mail.

9. Provide Personal Experience and Resumes of Key Personnel and sub-Respondents on the team. At a minimum, each resume should address:

- a. Name
- b. Team Role
- c. Years of Experience
- d. Firm and Location
- e. Education
- f. Other relevant Professional Qualifications
- g. Relevant Project Experience

10. Provide a matrix outlining key personnel and sub-Respondents, proposed team role for each key personnel and sub-Respondents, and identify which of the referenced projects the key personnel and sub-Respondents served in a similar or same role as proposed on this RFQ. The matrix from GSA SF330 Section G Form can be referenced as an acceptable matrix format.

11. A milestone schedule accounting for investigation, preliminary engineering report or basis of design, design, review processes, permitting, and bidding.

12. Demonstrate how Veteran/Minority/Women Business Enterprise (MWBE) will be utilized and included in the project, if at all. Indicate what proposed services MWBE participants would provide based on current understanding of the project.

13. Proposal shall include proof of liability and professional insurance.

14. A statement detailing why your team should be selected.

SECTION 6

QUALIFICATIONS AND SELECTION PROCESS

The City of Baker, LA will select the most qualified Respondent to satisfy the threshold criteria and the requirements of this RFQP. Respondents passing the threshold requirements will be further evaluated against the selection criteria provided below.

Threshold Eligibility

1. At least one (1) full-time La. Licensed professional geologist in good standing.
2. At least one (1) full-time La. Professional engineer in good standing.
3. At least one (1) full-time environmental professional as defined in ASTM 1527-21.
4. A minimum of five (5) years environmental professional experience.
5. Knowledge of and experience with the development of a QAPP (Quality Assurance Project Plan).
6. A minimum of \$1,000 in professional errors and omissions insurance and \$1,000,000 in general liability insurance.
7. Experience in conducting community outreach and public meetings.

If the Respondent does not satisfy all of these eligibility requirements, the response will not be further evaluated or scored.

Evaluation Process

Each Respondent who submits a response to this RFQP accepts the evaluation process as outlined below.

Item 1 General Qualifications and Availability ***10 points***

Provide legal name of firm(s), business form (individual, partnership, corporation, etc.), location of the office that will be conducting the work and description of primary business including background and history, organizational structure, QA/QC program and the number of employees. This section should contain any additional information about the firm that the Respondent feels will assist the City in better understanding the interest and unique qualifications of the firm. Prior experience with like projects funded through federal and/or state grant programs is relevant.

Provide a statement on the availability and commitment of the firm(s), its principal(s) and assigned professionals to undertake the project and reporting responsibilities. Include the method of communicating with the City throughout the project.

Item 2 Proposed Staff ***15 points***

Identify by name and role the key team members to be assigned or employed to manage the project including a resume for each one. Provide an organizational chart for personnel and any subcontractors, if utilized, that will work on this project indicating those that have previous

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experience with similar projects. Resumes of key technical/environmental/permitting personnel should be included. The SOQ shall identify the primary day-to-day contact and the following two alternate personnel to be assigned to the project. Significant effort should focus on highlighting the relevant qualifications and past experiences of project managers, team members and technical/environmental/permitting personnel comparable to the size and type of this project. The proposal shall also identify all team members employed by Veteran/Minority/Women Owned businesses.

Item 3 Project Experience

30 points

At a minimum, demonstrate how your firm meets the qualifications of No. 8 under Minimum Submission Requirements.

Item 4 Project Approach

10 points

Explain how the firm(s) will assess and design the project including a detailed work plan listing all tasks determined necessary and resources needed for each task (title and hours). It should be sufficiently detailed to identify the progress milestones to be completed.

Item 5 Reasonable Costs/Hours/Rate Schedule

35 points

Please provide a detailed breakdown of the cost of this project. Labor should include the hours anticipated and rates by job title. The total costs should be clearly identified.

SECTION 7
GENERAL REQUIREMENTS FOLLOWING AWARD

The successful Respondent will be required to furnish within ten (10) days after receiving a written notice of award (1) Form W-9; (2) certificate of general liability insurance with a 30-day notice of cancellation and the City of Baker, LA listed as an additional insured; and (3) certificate of professional liability Insurance with a 30-day notice of cancellation.

Lobbying Certification

Prior to contract execution, certification by the successful Respondent of the following, to the best of his/her knowledge and belief, will be required:

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

The successful Respondent shall require that the language of this certification be included in any award documents to any subcontractors and that all shall certify and disclose accordingly.

***THANK YOU FOR YOUR INTEREST IN PROVIDING THESE REQUESTED SERVICES
TO THE CITY OF BAKER, LA!!***

APPENDIX I
TASK DESCRIPTIONS FROM GRANT APPLICATION

<i>Task 1: Programmatic Support</i>	
i.	<i>Project Implementation: The City's Brownfield Program Director and staff will retain an environmental consultant (consultant) to assist with the Brownfield Grant Project. The City's Brownfield Program Manager will oversee grant implementation and administration to ensure compliance with the EPA Cooperative Agreement Work Plan, schedule, and terms and conditions. The consultant will assist the City in completing ACRES Database Reporting, Yearly Financial Reporting, Quarterly Reporting, MBE/WBE Forms, and all additional project management support for the four-year term of the grant. The City staff travel budget allows for two staff to attend three national/regional/grantee brownfield training conferences/workshops.</i>
ii.	<i>Anticipated Project Schedule: ACRES & Quarterly Reporting begins in the 1st quarter and continues throughout the grant project. Annual Reporting/Forms created in 5th, 9th, and 13th quarters and final close out.</i>
iii.	<i>Task/Activity Lead: City: Angela Machen – Administrative Officer/Brownfield Project Director.</i>
iv.	<i>Outputs: ACRES Database Reporting, 4 Annual Financial Reports, 16 Quarterly Reports, 4 MBE/WBE Forms, Programmatic Support for the four-year grant period. Two staff to attend three conferences.</i>
<i>Task 2: Community Engagement</i>	
i.	<i>Project Implementation: The City's Brownfield Project Director will develop a Community Involvement Plan (CIP), outreach materials, Brownfield Project website, and social media posts with the assistance of the consultant. City staff will lead community meetings to keep the public informed about project plans and updates. Supplies are budgeted for the printing of outreach materials (brochures/handouts) and office supplies.</i>
ii.	<i>Anticipated Project Schedule: CIP created in 1st quarter. Community Meetings will be held in quarters 1, 4, 7, 9, 11, 13, 15. Website/Outreach Materials created in the 1st quarter and posted quarterly throughout the project.</i>
iii.	<i>Task/Activity Lead: City: Angela Machen – Administrative Officer/Brownfield Project Director.</i>
iv.	<i>Outputs: CIP, Brownfield Website, 7 Community Meetings, 16 Brochures/Handouts/Social Media Posts, Summary of Community Meetings in EPA required Quarterly Reports.</i>
<i>Task 3: Site Inventory</i>	
i.	<i>Project Implementation: The City's Brownfield Project Director will work with city residents during thorough site inventory for assessment. Once a list is compiled, the project team will create an evaluation ranking tool to determine the order the sites will be addressed based on the criteria found to be most important by City administration, project partners and sensitive populations within the City</i>
ii.	<i>Anticipated Project Schedule: Community meeting held in 1st quarter will continue the preliminary inventory process that began with this application, with the evaluation ranking process taking place in the 3rd quarter and continuing throughout the close of the grant project.</i>
iii.	<i>Task/Activity Lead: Angela Machen – Administrative Officer/Brownfield Project Director.</i>
iv.	<i>Outputs: Evaluation Ranking Tool, Site Inventory List.</i>

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v.	<i>Identifying Additional Sites: The Brownfield Project Director will work to determine additional eligible sites within the 8-square-mile city limits if grant funds remain following the appropriate allocation to all target area work. The City recognizes that due to its history as a primarily industry-focused community, there are many underused and/or abandoned buildings within the City that have the potential to experience brownfields-related challenges in redevelopment and safe reuse. The City will also seek to incorporate community responses within the brownfields inventory with a focus on proximity to sensitive populations as a driving criterion.</i>
Task 4: Assessment	
i.	<i>Project Implementation: The consultant will conduct Environmental Site Assessments (ESA) at sites selected and ranked through the Site Inventory Task, starting with the two priority sites listed in this application. ASTM- AAI compliant Phase Is; Generic Quality Assurance Project Plan (QAPP); and Phase IIs that will include the SS-QAPP. Prior to assessment, site access agreements and property eligibility determinations approval will be obtained.</i>
ii.	<i>Anticipated Project Schedule: Assessment activities to begin in the 2nd quarter and will continue throughout the grant project through closeout or the expenditure of all funding.</i>
iii.	<i>Task/Activity Lead: The consultant will implement the technical aspects of the project with oversight from the City: Angela Machen – Administrative Officer/Brownfield Project Director.</i>
iv.	<i>Outputs: 15 Phase I ESAs, 1 Generic QAPP, and 10 Phase II ESAs including SS-QAPP, Access Agreements, and PEDs.</i>
Task 5: Cleanup/Reuse Planning	
i.	<i>Project Implementation: A qualified planner will prepare a Brownfields Revitalization Plan, Market Study, and Site Reuse Assessments for feasible reuse options for the brownfield sites (EPA Approved Planning Activities). For projects identified for cleanup, the consultant will prepare the Analysis for Brownfields Cleanup Alternatives (ABCA). Cleanup planning will include evaluating cleanup alternatives, calculating cleanup costs, and determining site appropriate remediation and/or reuse planning to reduce health/environmental risks. The City is hosting charrettes/visioning sessions to be held for key properties with consultant assistance.</i>
ii.	<i>Anticipated Project Schedule: Brownfield Revitalization Plan to begin 2nd quarter. Study, Plans, & Charrettes to begin in the 6th quarter and continue throughout the grant. Site Reuse Assessments to begin in 4th quarter.</i>
iii.	<i>Task/Activity Lead: The consultant will implement the technical aspects of the project with oversight from the City: Angela Machen – Administrative Officer/Brownfield Project Director.</i>
iv.	<i>Outputs: 4 ABCAs, 2 Vision Sessions/Charrettes, 2 Site Reuse Assessments, 1 Brownfield Revitalization Plan, 1 Market Study</i>