

CLEANUP WORKPLAN

**BRI Development, LLC
Cooperative Agreement
Period of Performance: 10/1/2022 - 9/30/2025**

1. GOAL 1: Core Mission

Objective 1.3 Revitalize Land and Prevent Contamination

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. The Brownfields Utilization, Investment, and Local Development (BUILD) Act of March 2018 reauthorized and amended the Brownfields provisions of CERCLA. Finally, the Infrastructure Investment and Jobs Act (IIJA) of November 2021 provided additional funding and opportunities for communities to address the economic, social, and environmental challenges caused by brownfields sites. Pursuant to these provisions, EPA conducts annual Brownfields grant competitions. Recipients are selected from proposals prepared in accordance with the “Proposal Guidelines for Brownfields Multipurpose, Assessment, Revolving Loan Fund, and Cleanup Grants,” and submitted in a national competition. BRI Development, LLC, was selected for Cleanup funding in the FY 2022 competition.

Our project property is a 4.8-acre parcel of land, which is identified as Lot 20 on Town of Bethlehem Tax Map 205. The property fronts both Main Street (US Route 302) and Agassiz Street (NH Route 142) and is the site of the former Sinclair Hotel. The hotel building was destroyed by fire in 1978 which similarly left behind lead, asbestos and polycyclic aromatic hydrocarbon (PAH) contamination in its soil and groundwater. For the last forty-three years, the site has been an empty, unused, overgrown eyesore and blight on our downtown.

Our primary goal, through this cooperative agreement, is to remediate the brownfields site for development, mitigating any and all public health concerns due to site exposure. Further, BRI Development, LLC’s reuse strategy fully aligns with Bethlehem’s Master Plan to maintain a small-town feel, to market and promote Bethlehem to visitors and investors, and support availability of new housing. As a result, we are planning a mixed-use, carbon-neutral structure for the site including ground-level retail/office space, residential apartments where possible, in an architectural style consistent with the former Sinclair Hotel, plus greenspace and parking. Ultimately, we want to ensure reuse addresses the stated interests of residents to support new business investment, providing additional tax revenue to the town, while maintaining the quality of character and charm that is unique to downtown Bethlehem.

We plan to achieve our cleanup goals by retaining a Qualified Environmental Professional (QEP) to provide technical advice, securing licensed remediation contractors and establishing a robust community engagement program. Site-specific outcomes will include creating a Quality Assurance Project Plan QAPP, an Analysis of Brownfields Cleanup Alternatives (ABCA) and a Certificate of Completion from the New Hampshire Department of Environmental Services (NHDES) Brownfields Covenant Program.

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 the BRI Development, LLC Board of Directors, with technical assistance and oversight to be performed by a Qualified Environmental Professional (QEP) and the New Hampshire Department of Environmental Services (NHDES).

Describe your project and cleanup plan:

Most of the ash and charred debris from the 1978 fire was left on-site and graded across the northern/northeastern area of the site, possibly used to fill in the basement of the former hotel. Operations at the site included a small manufactured gas plant (MGP) operation which consisted of one 250-gallon, one 500-gallon, and one 1,100-gallon underground storage tank, which were removed from the site and disposed of in 2017.

Since 2011, several Environmental Site Assessments (ESAs) have been performed at the site by different organizations, most recently by Sanborn Head & Associates Inc. of Concord, NH (Sanborn). These studies estimate 3,200 tons of lead and asbestos soil contamination on the site, including an estimated 800 tons of “grossly contaminated” soil. Sanborn performed a Phase II ESA in August 2021 to assess Recognized Environmental Conditions identified in the July 2021 Phase I ESA, as well as to address two of the requests made by New Hampshire Department of Environmental Services (NHDES) in their January 2020 comment letter issued in response to a 2020 Remedial Action Plan. During the Phase II site investigation, soil and groundwater samples were analyzed. Findings from the Phase II ESA indicated that PAH and lead impacts appear to be limited to the surficial soils and do not appear to extend off-site to the east. X-Ray Fluorescence screening data collected as part of the Phase II ESA identified an exceedance of the NHDES Soil Remediation Standards (SRS) for lead in the topsoil layer collected located in the northeastern corner of the site. Concentrations of lead were also detected in the topsoil layers just below the SRS of 400 mg/kg. Groundwater results from newly installed monitoring wells, as well as additional groundwater samples did not indicate impacts related to historical laundry operations, cyanide from former MGP operations, or concentrations of PAHs and lead above laboratory reporting limits. Sanborn recommends excavation of lead-impacted soil at concentrations greater than 4,000 mg/kg, implementation of a clean soil cover system and an Activity and Use Restriction (AUR) for the site. This approach would remove lead-impacted soil identified during previous investigations that would be considered “grossly contaminated”, consolidate and cap the remaining lead and PAH-impacted soils that exceed the SRS and asbestos-impacted soils detected at greater than 1% by volume, as well as implement an AUR for the portion of the site where exceedances of the SRS remain.

Prior to excavation, a chemical additive (EnviroBlend® CS) would be directly applied to the ‘grossly contaminated’ soils to bind the lead particles making them less likely to leach, so that they could be handled as non-hazardous waste for off-site disposal. A treatability study and

additional sampling is also required to further delineate the extent of the grossly contaminated soils. Assuming an approximate 3-foot-deep excavation in this area, the amount of soil to be stabilized and removed is approximately 800 tons (550 CY) and transported as non-hazardous waste to the Casella Waste Services facility in Coventry, Vermont for disposal.

Where areas of impacted soil remaining across the Site at concentrations above the SRS, but less than 4,000 mg/kg, this recommendation includes placing a geotextile marker fabric to separate the contaminated soil remaining in place and importing approximately 2,250 CY of a clean, granular backfill and 750 CY of loam to provide a 2-foot-thick cap over an approximately 40,000 sq. ft area where exceedances of the NHDES SRS for lead and PAHs have been observed in the surficial and shallow soils. An additional 550 CY of granular fill has also been included to backfill the excavation in the former building foundation. Prior to placement of the soil cap, additional areas where lead impacts have been identified at concentrations above the S-1 Soil Standard (SRS) of 400 mg/kg will be excavated and consolidated within the former building footprint prior to capping.

2. FUNDING: \$500,000

3. BUDGET: \$600,000

	Task 1 Cooperative Agreement Oversight	Task 2 Community Involvement	Task 3 Cleanup Activities	Task 4 Coordination and Final Reporting	Total
Personnel	\$10,000	\$10,000		\$10,000	\$30,000
Fringe Benefits					
Travel					
Equipment*	- 0 -	- 0 -	- 0 -	- 0 -	- 0 -
Supplies		\$3,000			\$3,000
Contractual		\$5,000	\$557,000	\$5,000	\$567,000
Other					
Total Direct:	\$10,000	\$18,000	\$557,000	\$15,000	\$600,000
Indirect Costs:					
Total Federal Funding			\$500,000		\$500,000
Cost Share**	\$10,000	\$18,000	\$57,000	\$15,000	\$100,000
Total Budget	\$10,000	\$18,000	\$557,000	\$15,000	\$600,000

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

** Cost share must be included as appropriate in any combination of the first six lines of the chart, and not in the "Other" line item.

4. 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)
Obtain QEP Services: <ul style="list-style-type: none"> • Prepare Request For: Proposals/Qualifications, evaluate applications, conduct interviews, hire contractor • Prepare scope of work • Prioritize, track and evaluate contractor products • Conduct periodic project status meetings with contractor to discuss project issues and priorities • Conduct annual performance evaluations for contractor 	Outputs: <ul style="list-style-type: none"> • High quality contractor work products that meet the recipient's and EPA's expectations • Confirmation in quarterly report that contractor selection was completed and made Outcomes: <ul style="list-style-type: none"> • Maintain effective work force to meet workplan commitments 	12/31/22	
Reporting: <ul style="list-style-type: none"> • Prepare MBE/WBE annually, and FFR annually and at grant closeout • Enter site data in ACRES • Prepare Quarterly Reports via ACRES • Prepare final report and grant closeout material 	Outputs: <ul style="list-style-type: none"> • Quarterly reports and other forms; updated ACRES database; final report and closeout forms • "Success Story" fact sheets Outcomes: <ul style="list-style-type: none"> • Ensures compliance with Terms & Conditions reporting requirements 	1/30/23 ACRES updates and Quarterly Reports every quarter; MBE/WBE forms annually by 9/30; SF425 FFR annually by 10/30	
Records: <ul style="list-style-type: none"> • Maintain grant files • Maintain site project files • Maintain financial records 	Outputs: <ul style="list-style-type: none"> • Accurate and complete files suitable for audit purposes Outcomes: <ul style="list-style-type: none"> • High quality project records reflective of the work performed 	10/1/22 and thereafter	
Request for Reimbursements or Advances:	Outputs: <ul style="list-style-type: none"> • Drawdowns from ASAP Outcomes: <ul style="list-style-type: none"> • Reduce unliquidated obligations 	10/1/22 and thereafter	
Training <ul style="list-style-type: none"> • Attend brownfields related meetings, training sessions and conferences 	Outcomes: <ul style="list-style-type: none"> • Improve Brownfields knowledge and expand networking opportunities 	6/29 – 12/31/22	

Task 2: Community Involvement

Task 2 – Community Involvement 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)
Planning and Agreements Finalize Analysis of Brownfields Cleanup Alternatives, Quality Assurance Project Plan and NH Brownfields Covenant documents	Outputs: <ul style="list-style-type: none"> Finalize and implement all required analysis, plans and covenants Outcomes: <ul style="list-style-type: none"> Increase coordination with stakeholders and others 	3/31/23	
Historic Preservation Assist EPA project Officer in collecting information and determining if Section 106 applies	Outputs: <ul style="list-style-type: none"> Information and reports required to comply with Section 106 Historic Preservation requirements Outcomes: <ul style="list-style-type: none"> Compliance with Section 106 Historic Preservation requirements 	3/31/23	
Prepare Community Relations Plan <ul style="list-style-type: none"> Prepare plan to involve public in cleanup activities 	Outputs: <ul style="list-style-type: none"> Plan for involving the community in cleanup activities Outcomes: <ul style="list-style-type: none"> Improve understanding and participation in cleanup and redevelopment process 	12/31/22	
Green and Sustainable Remediation (GSR) <ul style="list-style-type: none"> Incorporate green and sustainable remediation principles/techniques into your project 	Outputs: <ul style="list-style-type: none"> GSR language in ABCA and RFP Track and report GSR in quarterly reports Outcomes: Greener and more sustainable cleanup	3/31/23	
Prepare Site Specific Quality Assurance Project Plan and Health and Safety Plan Prepare a SSQAPP for any environmental post cleanup sampling to be conducted on sites and submit to EPA for approval	Outputs: <ul style="list-style-type: none"> EPA approved SSQAPP Place SSQAPP in information repository Outcomes: Ensure proper confirmatory testing methods and analytical data results are achieved	3/31/23	

<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> <p>Ensure proper cleanup alternative is selected and communicated to the public</p>	<p>3/31/23</p>	
<p>Prepare Remedial Design & Engineering Documents Prepare appropriate remedial design documents for state response program, engineering design documents for cleanup contractors to perform work (including Davis-Bacon requirements), and a budget detailing how EPA funds will be used to cleanup sites</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> <p>Ensure cleanup will be done in compliance with state response program and EPA funds will be used for eligible costs</p>	<p>3/31/23</p>	
<p>Establish Information Repository</p>	<p>Outputs:</p> <ul style="list-style-type: none"> • Repository of documents which allows public to review site assessment & cleanup history <p>Outcomes:</p> <ul style="list-style-type: none"> • Improve understanding of how cleanup alternative was selected 	<p>3/31/23</p>	
<p>Ensure Site is Enrolled in NH Brownfields Covenant Program Ensure the grantee has enrolled site in the applicable state response program</p>	<p>Outputs:</p> <ul style="list-style-type: none"> • Site is enrolled in applicable state response program <p>Outcomes:</p> <p>Cleanup is in compliance with state response program</p>	<p>3/31/23</p>	
<p>Prepare Decision Document 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>	<p>Outputs:</p> <ul style="list-style-type: none"> • Memo or letter, with appropriate attachments <p>Outcomes:</p> <p>Ensure that public comment process is documented and final cleanup remedy is selected</p>	<p>3/31/31</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>Outcomes:</p> <ul style="list-style-type: none"> • Allow for consensus on cleanup 	<p>3/31/23</p>	

Public Meetings	Outputs: <ul style="list-style-type: none">• Meetings which inform public of cleanup activities and provide a chance for input & comment Outcomes: <ul style="list-style-type: none">• Improve understanding of cleanup and allow for potential modifications based on public input	3/31/23	
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Task 3: Cleanup Activities

Task 3 – Cleanup Activities	Anticipated Outputs (projected activities, deliverables, reports) and Anticipated Outcomes (projected results, effects, improvements)	Anticipated Accomplishment Date(s) (Month/Year)	Actual Accomplishment Date(s)
Hold a kickoff meeting with State, EPA and QEP	Outputs: • Held meeting Outcomes: • Ensure all agencies are in agreement with cleanup plan	3/31/23	
Oversight of cleanup activities • QEP conducts appropriate site inspections during remediation to ensure compliance with cleanup plans	Outputs: • Number of inspections • Site reports by QEP • Documents placed in information repository Outcomes: • Ensure cleanup is conducted in compliance with VCP	12/31/23	
Davis-Bacon Documentation • 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: • Payrolls, labor interviews, etc. Outcomes: • Ensure compliance with Davis-Bacon requirements	12/31/23	
• Collection of post-cleanup samples	Outputs: • Number of samples and analytical results Outcomes: • Ensure cleanup has met VCP cleanup levels	6/30/24	

Task 4: Coordination and Final Reporting

Task 4 Coordination and Final Reporting 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)
Cleanup Documentation • Prepare and submit close-out documentation to state indicating that cleanup is complete and protective to human health and the environment and identifies any institutional controls and long-term monitoring	Outputs: • Final cleanup reports documenting cleanup is complete • Place documents in repository, etc. Outcomes: • State approval of cleanup and ensure cleanup is protective of human health and the environment	6/30/24	

<p>Cleanup Complete Documentation</p> <ul style="list-style-type: none"> • Receive final cleanup complete letter from state or LEP/LSP determination for CT & MA and submit to EPA 	<p>Outputs:</p> <ul style="list-style-type: none"> • Letter from State/LSP/LEP • Letter submitted to EPA • Placed letter or documentation in information repository, reported in ACRES, and quarterly reports, etc. <p>Outcomes:</p> <ul style="list-style-type: none"> • Site is officially clean and ready for reuse • # Estimated number of brownfields property acres available for reuse 	<p>9/30/24</p>	
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5. QUALITY ASSURANCE

Prior to undertaking confirmatory sampling, the BRI Development, LLC will prepare and submit a Quality Assurance Project Plan (QAPP) which meets the approval of the U.S. EPA Region I Brownfields Program. The QAPP will describe the sampling and analytical strategies, and the methods and procedures that will be used. QAPP approval will be obtained prior to performing any field activity.

6. PRE-AWARD COSTS

BRI Development, LLC does not request the approval of pre-award costs for this cooperative agreement.

7. BUDGET DETAIL

Under personnel budget estimates, BRI will provide an in-kind service for an estimated amount of \$10,000 (200 hours at \$50/hr.) each for cooperative agreement/QEP oversight, community involvement and final reporting and compliance documentation.