

BROWNFIELDS CLEANUP COOPERATIVE AGREEMENT

**WORK PLAN
(REVISED)**

FOR

**Hazardous Substances Cleanup
of the
Peacock Cleaners Site
4501 Lake Otis Parkway
Anchorage, Alaska**

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OCTOBER 5, 2010 REVISION

Submitted by

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1. INTRODUCTION

1.1 Project Description, Goals and Objectives

The cleanup site, located at 4501 Lake Otis Parkway, legally described as Lot 14, T13N R3W, Section 33, Seward Meridian, was once the long-term site of a dry cleaning business and residence. The business occupied a concrete block structure built in the early 1960s on the 43,725 square-foot parcel, and was in poor condition. The Municipality of Anchorage took title to the property for non-payment of taxes, and a three-year cleanup is proposed to remediate what has proven to be contaminated property.

The parcel has already been cleared of structures, exposing bare ground and making it available to characterize contamination on the property through the Targeted Brownfields Assessment (TBA) activities provided by the EPA.

Cleanup of the site has been given high priority as it is located near the Campbell Creek Greenbelt, a recreational riverine system that runs through the city of Anchorage. Another important goal of the cleanup is to facilitate future land use of land in an urban area in need of redevelopment.

1.2 Organizational Structure and Responsibilities

The Municipality of Anchorage (MOA) is defined as a “General Purpose Unit of Local Government” as that term is defined under 40 CFR Part 31. Within the Heritage Land Bank Department is the Real Estate Services (RES) Division, the specific agency within MOA that will be responsible for overseeing this project.

Alison L. Smith, Land Management Officer with the Heritage Land Bank Division of the Municipality of Anchorage’s Real Estate Department, shall be the general contact for the administration. Her complete contact information is on the title page of this work plan. Michael Krueger, Systems Analyst with the MOA Project Management and Engineering Department Soils Lab shall provide technical oversight and monitor cleanup activities, and provide the Municipality’s oversight of contractors and sub-contractors working on behalf of this grant. Mr. Krueger may be reached at 907-343-8153 or e-mail: kruegerme@muni.org. The MOA will be providing quarterly budget and other financial reports as required. Joanne Benjamin, Grants Accounting Supervisor in the MOA Finance Department, shall be the point of contact via phone at (907) 343-6736 or e-mail: BenjaminJM@muni.org. MOA will be using the contractor that is on retainer with the Municipality, and was procured in accordance with 40CFR, Part 31.

1.3 Project Outputs and Outcomes

Due to its location, the site has excellent redevelopment potential. The property is in close proximity to a public park and stream and is adjacent to prime vacant land near a busy urban intersection. MOA's overall objective is to achieve site closure, as determined by the State DEC. It is anticipated that closure may entail institutional controls and/or other conditions and requirements to allow for commercial or possibly residential use. The Phase II, conducted by the contractor currently on retainer with the Municipality, and the TBA activities will help guide the MOA in developing a clean up strategy. A Phase II Environmental Site Assessment, funded by MOA, determined the presence of hazardous substances, including chlorinated and other solvents associated with the dry cleaning operations. Outputs shall include removal of drums and sampling contents to identify contaminants.

Future use options shall be based on the Phase II results and expected road improvement work, slated to begin within the next year along Lake Otis Parkway, a major north-south arterial that runs along the western edge of the site. The proposal for the road is for use of the westernmost portion of the parcel to be taken as a public road right of way and parking area, including landscaping and buffer areas.

MOA has worked with DOWL Engineers on redevelopment scenarios for the remnant parcel and surrounding vacant properties. RES acquired several adjoining properties in the vicinity of the Tudor Road and Lake Otis Parkway intersection to facilitate construction of intersection improvements. This intersection is one of the busiest intersections in Anchorage and is heavily used by commuter traffic in addition to adjacent residential and commercial access. The remaining portion of the parcel may be added to adjacent unoccupied parcels at the Tudor Road/Lake Otis Parkway intersection for future office or business development. The overall site may include bicycle/walking trails or sidewalks, as it is located north of Campbell Creek and Campbell Creek Park. The university and medical facilities area (U-Med District), located immediately north of the study corridor, is one of Anchorage's primary employment centers. Significant development in the U-Med District is in progress and land at this intersection is available and would be appropriate for District expansion. Because of these potential development options, MOA anticipates that a new, community friendly and functional area of town will be created as a result of this grant support.

1.4 Pre-Award Community Notification

The MOA has submitted bullet points for a Press Release from the Mayor's Office announcing the grant award, and has notification of the award mentioned on the MOA's Heritage Land Bank and the Real Estate Services (RES) web pages. The first public meeting was held on August 21, 2008 at 5 p.m. at the MOA's Permit Center to address any questions or concerns from the public and

conducted by then-Project Manager Tammy Oswald, RES Manager. This process included mailings to local property owners, businesses and community representatives, and issuing information flyers to those members of the public not reached via mail-out.

Public comments stemming from the initial meeting were generally positive and supportive of the clean-up. The Real Estate Services Manager, redevelopment consultant, and the Project Management and Engineering representative addressed questions regarding funding and the currently known extent of contamination.

2. PROJECT TASK DESCRIPTIONS

As noted in Section 1.3, MOA's overall objective is for remediation to provide closure to allow for commercial use. The Phase II and the TBA activities will help guide the MOA in developing the clean up scope. Described below are each task and sub-task to be performed as part of this project and their associated costs.

2.1 TASK 1 - PROJECT MANAGEMENT AND REPORTING

Municipal coordination with both EPA and ADEC project managers will be required, as will the development of site-specific quality assurance plans.

2.1.1 Project Management

The MOA's Project Management and Engineering Department (PM&E) will track the project's progress, working closely with the Real Estate Department (RED). RED staff (Land Management Officer) is committed to devote time to oversee and administer this project to its completion. Experienced MOA staff from PM&E will be active participants in working with state and federal agencies on regulatory compliance, and with qualified environmental/HAZMAT companies on actual remediation work.

The MOA will oversee cleanup of the site by: 1) working with a qualified environmental and geotechnical consulting firm under Vendor Contract with the MOA to draft a scope of work commensurate with the findings of the TBA; 2) coordinating with state and federal agencies; 3) assigning cleanup tasks and associated onsite activities (to include additional soils monitoring if necessary) with qualified vendors also contracted through procurement regulations of the Municipality's Purchasing Department; 4) completing final site restoration, including landscaping and paving; and 5) filing requests for post-cleanup closure documents. PM&E and RED will continue their involvement in the post-remediation phase and redevelopment.

2.1.2 Project Reporting

The Municipality's accounting system is robust and supported by a Grants Accounting Division within the Office of the Controller which operates to

required accounting (GAAP) standards. Financial reports to funders are reviewed not only by the primary department responsible for the grant, but also by the Grants Accounting Division. The MOA Finance Department will set up a separate capital project for tracking and administering grant funds as the project progresses. MOA will provide quarterly progress reports within 30 days of the end of each federal fiscal quarter, and complete a Property Profile Form reporting the initiation and completion of cleanup activities on a quarterly basis as such activities occur. Progress reports will be included in the MOA's annual performance and evaluation reports and made available to the public. RED will work with the EPA should it request an alternative reporting schedule, or alternative outputs and outcome measures.

2.1.3 Staff Training/Travel

The MOA shall use a portion of this grant to fund for travel costs to the Western Regional Brownfields Workshop. The MOA would like to share the experiences and success of this project with conference participants, as well as learn significantly more about opportunities afforded to municipalities from the Brownfields program.

2.1.4 Contractor Procurement

Previous Environmental Site Assessments have been conducted on the subject parcel by the current contractor for MOA, and the EPA is currently overseeing the TBA work on the property. Due to their familiarity with the parcel, the contractor procured on behalf of the MOA will conduct the site clean up activities, and follow-up testing and monitoring as warranted.

The Municipality of Anchorage administers contracts and grants in accordance with Anchorage Municipal Code (AMC) Title 7, specifically §AMC 7.15, General Contracting Procedures and §AMC 7.70, Regulations Pertaining to Grant Proposals. Bart Mauldin, Purchasing Officer for MOA, is the contact for MOA's Purchasing Department (907-343-4170), and reports that the MOA receives and administers both state and federal grants. The MOA's procurement code is based upon the ABA Model Procurement Code for State and Local Governments, and as noted under subsection 1.2, above, conforms with 40CFR, Part 31. It also incorporates MBE/WBE goals as required under the grant.

2.1.5 Final Performance Report

For the budget and accounting portions, MOA shall provide the Final Performance Report via the Office of the Controller, and through in-house administrative support by RED staff for completing narrative portions of the Report. The Final Report will differ from the quarterly reports by providing a full-term overview of the project, before and after photos of the cleanup site, and what goals were achieved as well as what was learned by MOA and contractors in implementing the cleanup.

2.2 TASK 2 – PUBLIC INVOLVEMENT

This task's objective is to provide the community with initial notification, progress reports, and a forum for addressing any questions or concerns they have with this project before, during and after the grant period.

MOA's Project Management and Engineering (PM&E) department will contact neighboring landowners prior to commencement of remediation work to notify them of proposed activities. The Land Management Officer shall conduct public meetings and provide responses to any questions or concerns from the community. MOA will also develop interim progress reports on the cleanup effort and make them available to the public. The MOA may hold a public meeting during cleanup activities to update the public and discuss the findings. The MOA will inform both DEC and EPA project management staff of their intent to hold the public meetings in the event they would like to participate.

Notification of public meetings and informational updates in the form of mail-outs, advertisements and online notices shall be administered from the RED office. Any costs incurred during the performance of these tasks shall be paid from the Real Estate Services operating budget.

Task 2.2.1 – Public Involvement Plan

The Municipality of Anchorage has two employees who provide representative public interface between the MOA and the community. Sarah Erkmann (907) 343-7103 of the Mayor's Office provides the official voice of the Municipality on behalf of the Mayor of Anchorage, and has been provided with the EPA's official notification and information for the initial Press Release. Teri Albrecht (907) 343-8142 of Project Management and Engineering (PM&E) will give RED the assistance it needs to provide project updates, meeting notices and other information to the public throughout the grant period. Albrecht and the PM&E office will also assist by supplying relevant documents for the Information Repository convenient to the site.

Information Repositories for the site-specific Public Involvement Plans (PIP) will include: the main branch of the MOA's library system, located at 3600 Denali Street in Anchorage; the Real Estate Department's public counter, located at 4700 Elmore Road; and electronically available online at www.muni.org. These repositories will contain fact sheets, PIP's, progress reports, and other information relevant to this cleanup project.

Task 2.2.2 – Public Notice and Comment

As described above in Section 1.4, Pre-Award Community Notification, the Public Notice process has already begun, with the initial meeting notice issued to the affected community for its first public meeting, scheduled August 21, 2008. This notice was published in the Anchorage Daily News Municipal Page on August 12 and 19, 2008, mailed to surrounding property owners, and fliers

distributed to local businesses, apartment tenants and other physical locations in the affected area. The EPA fact sheet was also distributed as part of the notification flier, and is available online at www.muni.org

Task 2.2.3 – Project Updates and other Public Information

Progress reports, fact sheets, and other relevant documents and meeting notices will be distributed via mail-outs and otherwise made available to area landowners, online at the two municipal web pages noted above (the Heritage Land Bank’s main web page and the Real Estate Services web page), during public meetings and through the RED offices of the municipality at the addresses noted under Section 2.2.1, Public Involvement Plan. A compilation of any public comments received shall be maintained and made available via the same methods described above for project documents as part of the public information and notice process.

2.3 TASK 3 – CLEANUP PLANNING

This section provides an overview of the pre-cleanup planning process, which includes preparation of an Analysis of Brownfields Cleanup Alternatives (ABCA), followed by other planning documents.

2.3.1 Analysis of Brownfields Cleanup Alternatives (ABCA)

MOA or its cleanup contractor will prepare a written evaluation of cleanup alternatives. The ABCA contents will be based on guidance provided by the EPA and the Alaska Department of Environmental Conservation, and will contain the following general elements:

Site Description. This element includes site location, size, and other physical features. This section will also include an introduction of the intended land use in context of area redevelopment, and a preliminary conceptual site model for potentially complete exposure pathways.

Compounds of Concern (COC). The COCs will be listed, along with known site characterization data regarding the concentration magnitude, gradient, and distribution of contaminants at the project site. Completing this section will be contingent upon receipt of the data to be obtained during the Targeted Brownfields Assessment (TBA). For planning purposes, it is assumed that the TBA data will be available by the end of the calendar year 2010.

Cleanup Objectives - This section will outline the site-specific cleanup strategy. Specific cleanup objectives will be identified based on considerations of intended land use, area re-development, and regulatory process. For this site, the contractor and MOA presently anticipate pursuing a conditional closure as defined under ADEC regulations. The section will also specify concentration standards (e.g. ADEC cleanup levels and/or EPA maximum contaminant levels [MCLs]) and other measures of performance, and will identify local, state, and federal regulations applicable to the cleanup effort.

Alternatives Analysis. The alternatives analysis will include at least three alternatives, including the no-action alternative, for achieving the stated Cleanup Objectives. The alternatives selected for consideration will have been pre-screened for general appropriateness in addressing the site-specific environmental issues, including the type of COCs and the type and extent of impacted media. The analysis will comprise four primary factors – technical effectiveness, treatment time, cost, and impact to present and planned site uses. The technical effectiveness criterion will take into account the treatment mechanism, implementation, and practicability for the site-specific conditions.

Proposed Cleanup Plan. The summary of the ABCA will state the preferred cleanup plan.

The ABCA will be submitted to the ADEC and the EPA for review and to assist in providing the document for public review. MOA will post a Public Notice in the local newspaper (Anchorage Daily News) on four successive Sundays during the 30-day public review period. The ABCA document will not be modified and/or re-issued following receipt of comments; however, comments will be incorporated as appropriate in the Final Cleanup Plan, as described below.

Cost: An estimated \$8,000 is allocated to contract services for this task, and a minimum additional \$4,000 shall be provided from Cost Share, all of which shall be paid from the Real Estate Services Operating Budget for this grant. No MOA personnel costs, equipment, or supplies will be necessary.

2.3.2 ESA and NHPA Requirements

ESA and NHPA project review requirements may have been satisfied during the TBA process. Further, the site location in mid-town Anchorage, its known site use over the last 50 years, and the recently completed demolition activities at the site suggest that the cleanup project will not be restricted due to ESA or NHPA considerations. However, MOA and/or its contractors will be prepared to assist EPA in further assessing if the project may adversely affect threatened or endangered species, if the site is of interest to the State Historical Preservation Office, or if the site has cultural value to a local Tribal entity. The following preliminary information is presented towards this end.

The U.S. Fish and Wildlife Service's (USFWS) on-line Threatened and Endangered Species database System (TESS) lists 17 species for the state of Alaska, including nine marine mammals, four bird species, three sea turtles, and one plant species. The USFWS' April 2007 list of "Endangered, Threatened, Proposed, Candidate and De-Listed Species in Alaska" for non-marine species consists of four bird species, one otter, and one plant species. Of these species, only two have designated critical habitat. Critical habitat for the Spectacled eider is described as being in western and northwestern Alaska (Coastal) while the critical habitat for the Steller's eider also includes southwestern and northern Alaska. Based on this information the project site is therefore not located within a critical habitat for any of the listed threatened or endangered species for Alaska.

No funding from Grant Support or Cost Share will be expended for this portion of Task 3.

2.3.3 Quality Assurance Project Plan, and Health and Safety Plan

The MOA and/or its contractor will prepare a quality assurance project plan (QAPP) and a site-specific health and safety plan (SSHSP).

The QAPP will specify the measures that will be used to ensure the data generated for the project is of sufficient quantity and quality to satisfy project cleanup objectives. Contents will include a description of roles and responsibilities for project participants (MOA, contractors/subcontractors, and agencies); project-specific data quality objectives (DQOs), including numerical measurement quality objectives (MQOs) for chemical analyses; data assessment procedures; and field and reporting documentation requirements. The QAPP will be submitted to the ADEC and EPA for review. To allow sufficient time for review and revisions, the QAPP will be submitted to the agencies at least 6 weeks prior to initiation of on-site sampling activities.

The SSHSP will specify the practices and procedures that will be used to protect field representatives, site visitors, and the general public during cleanup operations. The SSHSP will not be submitted to the agencies, but will be maintained in the cooperative agreement file for review upon request.

No funding from Grant Support or Cost Share will be expended for this portion of Task 3.

2.3.4 Final Cleanup Plan

The Final Cleanup Plan will be prepared after the Public Notice period and receipt of agency comments to the ABCA document. MOA will compile a written log of comments received, whether a response (e.g. change in the cleanup strategy) is warranted, and what the response will entail.

The Final Cleanup Plan will largely comprise a modification of the ABCA to focus on the selected cleanup alternative. The Final Cleanup Plan will also state likely institutional, land use, or engineering controls that may be required under the anticipated closure program, based on ADEC review and input; and will provide cleanup design and implementation details.

No funding from Grant Support or Cost Share will be expended for this portion of Task 3.

2.3.5 Cleanup (remedial) Design

After the final cleanup plan has been reviewed by the ADEC, the MOA will contract a qualified firm to implement the cleanup plan. The MOA presently has a term agreement with a qualified consultant.

Cost: contractor costs are currently estimated at \$17,000 for this sub-task. Cost Share may exceed current estimate of \$15,200.

2.4 TASK 4 – CLEANUP PERFORMANCE AND COMPLETION

This section describes the preliminary plan to implement the site cleanup activities. This preliminary plan will be modified as additional information is obtained during the project planning phase.

2.4.1 Cleanup Activities

The scope of the cleanup action will be developed using the TBA data and ABCA process, and will be presented in Final Cleanup Plan. For planning purposes, however, the following tasks have been identified as potential components of the cleanup effort. The preliminary descriptions identify the task objective(s), which has the lead for implementing, estimated cost, and milestones and deliverables. Schedule for conducting the work is provided in Section 3 of this Work Plan.

Sub-Task 1 - UST & Drum Removal

Objective: Remove the buried Stoddard solvent tank and partially-buried drums to mitigate surface waste materials and eliminate potential secondary sources for subsurface contamination.

Task Lead: MOA shall contract with a local professional business concern to safely profile, remove, transport, and dispose the drums and tanks.

Cost: An estimated \$48,000 is allocated to contract services for this task, twenty percent of which shall be provided from Cost Share, all of which shall be paid from the Real Estate Department Operating Budget for this grant. No MOA personnel costs, equipment, or supplies will be necessary.

Milestones and Deliverables: The first sub-task will be to determine if the UST and/or drums contain product, and to profile the vessel contents for disposal. After the profile results are received, the appropriate disposal method will be identified and a transport and disposal contractor will be identified. Deliverables will include profile analyses and waste disposal manifests.

Sub-Task 2 - Impacted Soil Treatment

Objective: Assist the MOA in making the site ready for reuse as part of the area redevelopment plans. The Phase II has identified solvent and petroleum contamination in the near-surface and subsurface soil. It is anticipated that soil treatment will be necessary to mitigate potential exposure routes. The selected treatment method and scope of treatment will depend on multiple factors, including the results of the alternatives analysis, available MOA resources, and a pending redevelopment schedule. It is noted that the site has been an active dry cleaners for more than 40 years and that impacted waste soil generated at the site is considered F-listed hazardous waste and requires special handling.

Task Lead: MOA shall contract with a local professional consultant to effect the impacted soil treatment in accordance with the Final Cleanup Plan.

Cost: Estimating for this task is complicated by uncertainty in both the volume of soil requiring treatment and the preferred treatment method. For planning purposes, it is currently assumed that approximately 50 cubic yards of RCRA-regulated waste will be removed, shipped, and treated at a permitted treatment, storage and disposal facility (TSDF). Contractor further assumes excavation and treatment costs of about \$1,800 per cubic yard, for a total cost of \$94,000.

Milestones and Deliverables: Milestones include agency approval of the planning documents (ABCA, QAPP, and Final Cleanup Plan); contracting the professional services provider and TSDF entities, implementation of the selected treatment method, and confirmation samples that demonstrate compliance with established cleanup standards. The primary deliverables for this task are the planning documents and the final summary report.

Sub-Task 3 – Impacted Groundwater Treatment

Objective: Mitigate exposure routes associated with off-site contaminant transport. The selected treatment method and scope of treatment will depend on multiple factors, including the results of the alternatives analysis, available MOA resources, and a pending redevelopment schedule. However, contractor anticipates that the selected method will entail in-situ treatment to control costs for waste treatment and disposal.

Task Lead: MOA shall contract with a local professional consultant to effect the impacted soil treatment in accordance with the Final Cleanup Plan.

Cost: A budget of \$29,400 is allocated to this task, with minimum additional \$1,000 provided from Cost Share, which, as noted above is to be paid from the RED Operating Budget. No MOA personnel costs, travel, equipment or supplies are necessary for this task.

Milestones and Deliverables: Milestones include agency approval of the planning documents (ABCA, QAPP, and Final Cleanup Plan); contracting the professional services provider and TSDF entities (if necessary), implementation of the selected treatment method, and confirmation samples that demonstrate compliance with established cleanup standards. The primary deliverables for this task are the planning documents and the final summary report.

Sub-Task 4 – Other Tasks

Costs for the following activities shall not be covered in the Grant or Cost Share portions of this grant, but are outlined below as a necessary component in this cleanup project. Costs shall be covered by the MOA and have no impact on the Cleanup Grant budget.

2.4.2 Confirmation Sampling

Satisfying ADEC requirements for conditional closure will likely entail confirmation samples to characterize remaining soil and groundwater conditions following cleanup actions and/or to monitor the progress of cleanup over time. Confirmation sampling requirements, including number, location, frequency, and test methods, will be specified in the Final Cleanup Plan. In addition, methods of quality control to ensure analytical data of sufficient quality will be stated in the project QAPP.

2.4.3 Final Cleanup Report

After cleanup is performed, the MOA Project Manager and professional services contractor will prepare the Final Cleanup Report to document the work conducted, and to present information that verifies cleanup is complete and the cleanup meets the standards identified in the Final Cleanup Plan.

The report will note the status of the parcel at post-cleanup, and in what form control of the parcel will take under its ownership with MOA. As noted above, a portion of the site is slated for an extensive road-widening project and allocated for right-of-way. The primary goal for the remaining portion shall be to redevelop it at its highest and best use for business and community needs.

3. SCHEDULE AND DELIVERABLES

Due Date	Item/Task	Send to:			
		EPA PO	ADEC	Grants	Finance
August 2008	Initiate Public Involvement Plan, meet with consultants, ADEC & MOA staff to coordinate work plan; Property Profile Form entered in ACRES or sent to PO				
4 th Qtr. 2008 – 1 st Qtr. 2009	Complete and submit Work Plan; Obtain Assembly approval of grant funding; monitor TBA progress.	X			
2 nd -3 rd Qtr. 2009	Project grant period begins (04/01/09): Receive TBA data; Property Profile Form entered in ACRES or submitted to PO; new fact sheet; PIP distribution; work begins on draft ABCA.	X			X
July 2009	Submit first Qtrly. Progress Report, and MBE/WBE Report.	X		X	X
Oct. 2009	Submit 2 nd qtrly. Progress report	X			
January 2010	Submit 4 th Qtr. 2009 progress report; request quarterly	X			X

	reimbursements				
April 2010	Submit 1 st Qtr. 2010 progress report	X			
Summer/Fall 2010	Contractor works on ABCA draft and submits to EPA for review; 2 nd and 3 rd quarter progress reports submitted; attend Western Brownfields Conference in Missoula MT; work plan schedule revised/updated.	X	X	X	X
4 th Qtr. 2010	Contractor submits final draft ABCA; Task 1 – UST & Drums Removal; submit Qtrly. Progress Report.	X	X		X
1 st Qtr. 2011	ABCA: 30-day public review period				
2 nd Qtr. 2011	Submit Final Cleanup Plan, subject to EPA acceptance of identified cleanup option; hold public meeting on cleanup's progress	X	X	X	X
Summer-Fall 2011	Submit Draft QAPP; receive planning documents comments; Task 2 & 3 Impacted Soil & Groundwater Cleanup (task activities to be reported quarterly in narrative reports)	X			
October 2011	Qtrly. Progress Report and request 3 rd qtr. 2011 reimbursements; update public information documents for IR distribution	X		X	X
4 th Qtr. 2011	Confirmation sampling; results to ADEC, EPA	X	X		
April 2011	Submit Quarterly Financial and Narrative Progress Report and request 4 th qtr. 2010 reimbursements as required	X			X
Summer-Fall 2011	Continue/complete Tasks 2 and 3				
January 2012	Submit 4 th qtr. 2011 progress report, request 4 th qtr. reimbursements as required.	X			X
March 2012	Final Cleanup Report due; update public information documents for IR distribution; hold final public meeting; request final reimbursements as needed	X	X		X

4. BUDGET

4.1 TABLE

Below are the cost estimates for each of the major tasks for the cleanup of the Peacock Cleaners site. A detailed budget description for each task and sub-task is included under Section 4.2, Budget Narrative.

Category	Task 1 - Travel		Task 2 – Public Involvement		Task 3- Cleanup Planning and Management		Task 4 – Cleanup Performance and completion		Cat. Total:
	Federal	Cost share	Federal	Cost share	Federal	Cost share	Federal	Cost share	
Personnel	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>\$0</i>
Travel	\$2,400	\$600	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000
Contractual	\$0	\$0	\$1,200	\$200	\$25,000	\$19,200	\$171,400	\$20,000	\$237,000
Task Total:	\$2,400	\$600	\$1,200	\$200	\$25,000	\$19,200	\$171,400	\$20,000	\$240,000

Total Federal: \$200,000
Total Cost-share: \$40,000
Total: \$240,000

4.2 BUDGET NARRATIVE

The overall budget for cleaning up this site is expected to be much higher than estimated for this Cleanup Grant and proportional Cost Share. The MOA expects to spend more than the estimated \$40,000 designated as Cost Share, and will not spend any portion of grant or cost share funds for Budget Categories defined as “Personnel” or “Fringe Benefits”. Funding shall be solely for Contractual and Travel costs. There are also no Indirect Costs in the overall budget. For purposes of this work plan and budget, the focus is on the grant and support from Cost Share. The four main Tasks are outlined below, noting applicable estimated Grant and Cost Share support.

Task 1: Project Management (Section 2.1.1)

The Municipality of Anchorage’s Project Management and Engineering Department (PM&E) will work closely with Real Estate Services in managing and tracking this project’s progress, as more fully described on page 5. No direct or indirect costs will be included in the budget for this task.

Grant support = \$0
 Cost share = \$0

Project Reporting (Section 2.1.2)

Municipal staff and accounting departments (Controller’s Office and Grants Accounting) will provide grant reporting as part of its overall administrative support on behalf of the MOA. No direct or indirect costs will be included in the budget for this task.

Grant support = \$0
Cost share = \$0

Staff Training/Travel (Section 2.1.3)

A total of \$2,400 is allocated from grant funds for this task, based on the costs estimated in 2007 for travel for up to two individuals, Real Estate Services Manager Tamera Oswald and another municipal employee of the agency, to attend a multi-day workshop or conference outside Alaska. The travel request of \$3,000 is based on 2008 estimates, and will help cover the cost of two round-trip tickets, hotel, and per diem (food and local transportation costs). MOA will pay the employees’ wages, which will have no impact on the grant budget. The \$600 Cost Share (and any additional travel-related expenditures over and above this sub-task) shall be paid by the MOA for travel expenses.

Grant support = \$2,400
Cost share = \$ 600 plus

Task 2: Public Involvement Plan (PIP) and Public Noticing (Sections 2.2.1 – 2.2.3)

These three sub-tasks (PIP, public notices and public updates) shall cost the grant an estimated \$1,200, and shall be contracted out for this portion of the budget, covering costs for distribution and mail-out services as more fully described on page 7. An additional \$200 shall be Cost Share and paid by MOA.

Grant support = \$1,200
Cost Share = \$ 200

Task 3: Cleanup Planning (Sections 2.3.1 – 2.3.5)

The five Sub-tasks in cleanup planning, as more fully outlined in this document beginning on page 8, shall be drafted by the contractor and reviewed by the MOA’s Project Management and Engineering Department and the State of Alaska Dept. of Environmental Conservation. Brief descriptions and costs for each sub-task are noted below:

2.3.1 – ABCA

Contractor will assist MOA in writing the evaluation, which will be reviewed by ADEC and EPA for recommendation. Minimum estimated \$4,000 Cost Share shall be paid by MOA.

Grant support = \$8,000
Cost share = \$4,000

2.3.2 – ESA and NHPA Requirements

Data from the TBA will provide information that will contribute to these requirements. No costs are to be covered by the grant for this sub-task.

Grant support = \$0
Cost share = \$0

2.3.3 – QAPP and Health & Safety Plan

MOA will develop the QAPP and Health & Safety Plan for review by ADEC and EPA. No costs are to be covered by the grant for this sub-task.

Grant support = \$0
Cost share = \$0

2.3.4 – Final Cleanup Plan

MOA will prepare the Final Cleanup Plan following compilation of data and public input and review by ADEC and EPA. No costs are to be covered by the grant for this sub-task.

Grant support = \$0
Cost share = \$0

2.3.5 – Cleanup Design

MOA shall contract this out to a qualified firm to implement the plan throughout the course of this grant, with overview by Project Management and Engineering. Contractor costs are currently estimated at \$17,000 for this sub-task. Cost share may exceed current estimate of \$15,200.

Grant support = \$17,000
Cost share = \$15,200 plus

Task 4: Cleanup Performance and Completion (Sub-Tasks 2.4.1 – 2.4.3)

The first of these three sub-tasks will comprise the bulk of contractual support from the cleanup grant. Total contractor expenses shall be for \$191,000, with MOA contributing \$20,000 of that amount to the contractor as Cost Share. The sub-tasks are broken out below, with each estimated expense.

2.4.1 – Cleanup Activities

Estimated costs total \$48,000 to remove underground storage tank and drums, and a minimum 20% (\$9,600) shall be paid to the contractor by the MOA as Cost Share.

Grant support = \$48,000
Cost share = \$ 9,600 plus

\$94,000 is budgeted for soils removal, shipment and treatment, an amount that may vary depending on the volume of soil to be treated and the most efficacious methods for effecting treatment. MOA shall cover a portion of this budgeted activity (\$9,400) as Cost Share to be paid to the contractor, with the understanding that MOA's support may be higher than currently estimated.

Grant support = \$94,000
Cost share = \$ 9,400 plus

\$29,400 is allocated to groundwater treatment and contamination mitigation, with services also to be provided by a local professional. A minimum Cost Share contribution of \$1,000 shall be provided to contractor by the MOA.

Grant support = \$29,400
Cost share = \$ 1,000 plus

2.4.2 – Confirmation Sampling

No costs are directly associated with this activity, as they will be dealt with administratively by the MOA's Project Management and Engineering Department and reviewed by ADEC to insure requirements have been met and overall quality control maintained.

Grant support = \$0
Cost share = \$0

2.4.3 – Final Cleanup Report

No costs directly associated with this activity will be supported by the grant. MOA will provide administrative services to prepare the Final Cleanup Report based on documentation from the contractor verifying completion of the cleanup.

Grant support = \$0
Cost share = \$0