

**Quarterly Progress Report
City of Arlington
Brownfields Community-wide Hazardous Assessment Grant**

I. Cooperative Agreement Recipient Information

Recipient:	City of Arlington
Assistance ID No.:	BF-00F69601-0
Quarterly Report No.:	2
Quarterly Reporting Period:	January 1, 2014 to March 31, 2014
Submittal Date:	April 30, 2014

II. Grant Program Progress and Activities for the Quarter

The following sections summarize activities for the quarter as they relate to the tasks/budget categories defined in the approved grant work plan.

PHASE I/II ASSESSMENT

Eastern Star

The prospective purchaser submitted an application form to the City for assistance with an environmental assessment of this site because they were considering purchasing and redeveloping the property. The City requested approval from the EPA for a Phase I assessment on 11/13/13, which was granted on 11/14/13. Consent for the access agreement was executed by the current property owners, prior to initiation of the Phase I. The Phase I was completed on 12/5/13.

The following Recognized Environmental Conditions (RECs) were found:

- The former on-site gasoline tank.
- The former on-site power plant.
- The current auto repair facility located to the west of the site.
- The current gas station located to the west of the site.

Based on the findings, a Phase II assessment request was submitted for EPA approval on 1/28/14, which was granted on 2/5/14. The City requested approval of the property specific sampling and analysis plan (PSAP) on 2/14/14, which was granted on 2/26/14. Phase II field assessment activities were conducted on 3/13/14 and the City anticipates the report will be completed in early April.

Huntington Chase

The owner submitted an application form to the City for assistance with an environmental assessment (asbestos survey) of this site to redevelop the property. The City requested approval from the EPA for an asbestos survey on 2/17/14; however, the EPA stated that the previous Phase I ESA submitted was not compliant with AAI standards and on 3/11/14 the EPA requested a new Phase I ESA be completed. However, due to approaching deadlines, the property owner elected to proceed forward with redevelopment of this site outside of the Brownfields program.

The Point of North Arlington Apartments

The owner submitted an application form to the City for assistance with an environmental assessment (asbestos survey) of this site to redevelop the property. The City requested approval from the EPA for an asbestos survey on 2/17/14; however, the EPA stated that the previous Phase I ESA submitted was not compliant with AAI standards and on 3/11/14 the EPA requested a new Phase I ESA be completed. The City requested approval from the EPA for a new Phase I assessment on 3/14/14. EPA's review and determination is anticipated next quarter.

Countrywood Apartments

The owner submitted an application form to the City for assistance with an environmental assessment (asbestos survey) of this site to redevelop the property. The City requested approval from the EPA for an asbestos survey on 2/17/14; however, the EPA stated that the previous Phase I ESA submitted was not compliant with AAI standards and on 3/11/14 the EPA requested a new Phase I ESA be completed. The City requested approval from the EPA for a new Phase I assessment on 3/14/14. EPA’s review and determination is anticipated next quarter.

Sites Assessed with Grant Funds

To date, one Phase I assessments has been completed with grant funds and a Phase II assessment was started. All sites with assessments completed or pending are described in *Table 1*.

Table 1 – Sites Assessed with Grant Funds

Site Name	Site Address	Assessment Type	Year Assessed	Site Info In ACRES?
Eastern Star	1201 East Division Street	Phase I	December 2013	Yes
Eastern Star	1201 East Division Street	Phase II	In Progress	Yes

BUDGET

A total of **\$4,008.65** in grant funds was expended this quarter. The expenditures included:

- \$1,027.50 in costs for the PEFs and PSAP preparation for Eastern Star and the Lamar Boulevard Development.
- \$872.50 in costs for the Phase I PEFs and Asbestos PSAP preparation for Lamar Boulevard Development.
- \$1,256.15 in costs for the Eastern Star Phase II.
- 852.50 in costs for Quarterly Reporting and ACRES Reporting.

Table 2 – General Budget Summary

Table 2 provides a general budget summary for the grant.

Work plan Budget Object Class Categories	Current Approved Budget	Costs Incurred Previous Quarter	Costs Incurred This Quarter	Costs Incurred to Date	Total Remaining Funds
1. Personnel	\$0	\$0	\$0	\$0	\$0
2. Fringe Benefits	\$0	\$0	\$0	\$0	\$0
3. Travel	\$0	\$0	\$0	\$0	\$0
4. Equipment	\$0	\$0	\$0	\$0	\$0
5. Supplies	\$0	\$0	\$0	\$0	\$0
6. Contractual	\$200,000.00	\$3,985.94	\$4,008.65	\$7,994.59	\$192,005.41
7. Construction	\$0	\$0	\$0	\$0	\$0
8. Other	\$0	\$0	\$0	\$0	\$0
Total	\$200,000.00	\$3,985.94	\$4,008.65	\$7,994.59	\$192,005.41

Table 3 - Budget Summary by Workplan Task
Table 3 provides a breakdown of expenditures by Work plan tasks.

Workplan Tasks							
Workplan Budget Object Class Categories	Assessments	Cleanup Planning	Inventory	Community Outreach	Travel	Quarterly Expenses	Cumulative Expenses
1. Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2. Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3. Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
6. Contractual	\$7,994.59	\$0	\$0	\$0	\$0	\$0	\$7,994.59
7. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8. Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$7,994.59	\$0	\$0	\$0	\$0	\$0	\$7,994.59

CLEANUP AND REDEVELOPMENT PLANNING

No cleanup or redeveloping planning was conducted during the 2nd Quarter of FY14.

SITE INVENTORY AND CHARACTERIZATION

The City continues to use Terracon’s services for GeoSearch to help manage and update our Brownfields inventory.

COMMUNITY OUTREACH AND INVOLVEMENT

The City chose to continue with the existing Brownfields Advisory Committee (BAC), which was established through our previous grants. The Committee had their first meeting of the new grant cycle on 10/14/13. At this meeting, we discussed the grant closeout process of the previous grant, the new grant, and upcoming assessments. City staff also announced that Terracon had been selected as the City’s environmental contractor through a competitive RFQ process.

The Committee had their second meeting of the new grant cycle on 3/17/14. At this meeting, we discussed the on-going assessments continuing from the previous grant, the current assessment activities and potential future assessment activities.

TRAVEL

No travel-related activities were conducted this quarter.

MBE/WBE REPORT

This report is due semi-annually for periods ending March 31 & September 30. The MBE/WBE report for the current period is attached and will be completed and mailed to Debora Bradford at Region 6 EPA in April 2014.

ACRES - SITE ASSESSMENT REPORTING

ACRES’ reporting was updated on 4/24/14 to reflect the status of all sites listed in Table 1.

FEDERAL FINANCIAL REPORT

The SF-425 report will be submitted on 10/30/14.

QUALITY MANAGEMENT PLAN

The EPA Region 6 Quality Assurance Officer approved the QMP on 7/22/13. The QTRAK # for the new QMP is 13-381.

GENERIC QUALITY ASSURANCE PROJECT PLAN

The City's generic Quality Assurance Project Plan was prepared and provided to EPA on 11/14/13. The EPA approved the QAPP on 12/18/13. However, on 2/28/14, the EPA stated, that due to a change in policy, all future Phase II Assessment activities will require a site specific QAPP for approval.