

**Brownfields Assessment Grant Work Plan**  
**(Petroleum Substances and Hazardous Substances Assessments)**

**A. Recipient Title**

The Redevelopment Agency of the City of San Bernardino

**B. Background**

The Redevelopment Agency of the City of San Bernardino (Agency) intends to use this Brownfields assessment grant to create an inventory, prioritize and select sites for receiving site assessment activities throughout the Agency Redevelopment Project Areas and Enterprise Zone, blighted properties and commercial zones of the City and conduct community outreach activities. The target area, defined as the San Bernardino Greater Downtown Revitalization Area (SBGDRA), is approximately 7,608 acres in size. This area is bounded by 9<sup>th</sup> Street to the north, Tippecanoe Avenue to the east, Mill Street to the south, and Pepper Street to the west.

Over half of the SBGDRA target area could be characterized as blighted or underutilized and likely impacted by historic releases of hazardous substances. The funds will be used to create a Brownfield inventory of potential properties to provide valuable information that will facilitate redevelopment and reuse decisions. Windshield evaluation is expected to occur for up to 100 properties in the SBGDRA target area where information and observations that will be recorded and transferred into a database that will be compatible and uploadable to the City's GIS system. Sites will be subjected to screening criteria developed under this grant to prioritize sites for assistance and ensure properties meet the definition of Brownfields and are eligible to receive funds.

**C. Goals and Objectives**

**a. EPA Strategic Plan**

This project supports EPA's Strategic Plan and GPRA Goal 4: Healthy Communities and Ecosystems, Objective 4.2 Communities – Sustain, Clean Up, and Restore Communities and the Ecological Systems that Support Them, Sub-objective 4.2.3 Assess, Clean Up and Redevelop Brownfields.

Outputs: Create a Brownfields inventory within the SBGDRA. This inventory will include, but not be limited to, name of property owner, property owner mailing address, Assessor Parcel Number ("APN"), parcel square footage, status of the parcel, property address. This inventory will be compiled by means of community outreach meeting, staff observations, research of county records, etc.

Outcomes: 1) Conduct up to six (6) Phase I's ESA's (Hazardous Substance); 2) Conduct up to two (2) Phase II's ESA's and develop cleanup strategies (Hazardous Substance); 3) Conduct up to ten (10) Phase I's ESA's (Petroleum Substances); and 4) Conduct up to three (3) Phase II's ESA's and develop cleanup strategies (Petroleum Substance) in advance of future redevelopment projects within the SBGDRA.

## **b. Project Goals**

The Brownfields inventory will lead to the eventual cleanup and restoration of abandoned and blighted properties and protection to public health and the environment. Those properties being cleared of environmental issues will become available for the City to proceed with redevelopment including meeting the demand for housing and open space. Redevelopment includes commercial, retail and office space to provide jobs, increase tax revenue and create an attractive live-work space. Two current mixed-use projects worth highlighting include a commercial and residential project on 3<sup>rd</sup> Street, and a 100 unit residential project near 5<sup>th</sup> and G Street. Additionally, construction jobs will be created to build the redevelopment. Sites with contamination will be identified for further characterization and eventual cleanup to levels that are consistent with the planned land use and will remove the threat of exposure to the public and the environment.

## **D. Tasks**

### **Task 1 – Project Management and Planning**

**a. Task Description** – Consult with legal counsel concerning the development of a Request for Qualifications (“RFQ”) and submit the RFQ to approximately ten (10) firms that deal with environmental issues. Develop evaluation and selection criteria for RFQ’s that will be submitted to the Agency. Development of a Request for Proposal package (“RFP”) and submit to the most qualified firms, based on the evaluation and selection criteria. Selection of firm based on their RFP. Conduct community outreach meeting. Attend Brownfields conferences/seminars for further training.

**b. Task Budget** - \$2,900.00 (Travel and training)

**c. Schedule** – Start: October 1, 2008                      Completion: February 1, 2009

**d. Deliverables** – RFQ; Evaluation and Selection Criteria; RFP; RFP selection documents; Staff Report; Resolution; Contract(s); Public notice for Community Outreach meeting.

### **Task 2 – Community Outreach**

**a. Task Description** - Community outreach provides the Agency with valuable information about community desires and need. The Agency is currently working with several key groups to involve the community in land use decisions. The community notification process will continue throughout the grant project. Agency staff will develop and maintain a list of the neighborhood organizations, citizen groups and non-profits including business association that are interested in receiving information. Several outreach efforts will be used to involve affected community including: Initial informational meeting to solicit comments; use web sites to update project information and as a method to contact the Agency staff; develop informational fact sheets that can be distributed at community meeting, conferences or workshops, and direct mailing to key community groups and interested persons. As a multi-cultural community, Agency staff will identify all language needs and translate the information necessary to communicate

with affected community members. Concurrently, the Agency will coordinate with State and local agencies and seek guidance on technical issues.

**b. Task Budget - \$10,000.00**

**c. Schedule** – Start: February 1, 2009                      Completion: November 30, 2011

**d. Deliverables** – Initial community outreach meeting notice; minutes from community outreach meeting; informational fact sheets; hard copy of website updates.

### **Task 3 – Conduct Inventory, Site Selection and Site Approval**

**a. Task Description** - No previous inventory efforts have been made to identify and quantify the potential impacts from releases of hazardous substances and petroleum substances. A preliminary review of environmental agency lists and underutilized properties indicates approximately 100 parcels could impact redevelopment efforts. Selection criteria will be developed as part of this effort to rank sites that will most benefit from the services. The criteria will be based on a number of factors including degree of environmental hazard, public input, potential for reuse, public benefit, and potential reduction to environmental concerns and public health, compatibility with redevelopment plans, leveraging of public and private investment, and ability of the site to attract other redevelopment efforts. Sites will be screened against qualification and ranking criteria developed under this grant to nominate the sites with the greatest need and ensure properties meet the definition of Brownfields and are eligible to receive funds. A comprehensive community-based process will be used to evaluate the criteria and assist with the selection of sites to receive Phase I and II ESA's.

**b. Task Budget - \$60,000.00**

**c. Schedule** – Start: February 1, 2009                      Completion: August 1, 2009

**d. Deliverables** – Site inventory list; using the inventory list develop make determination concerning sites requiring further analysis/study; develop criteria for ranking sites that required further analysis/study; prepare list of sites based on the ranking criteria; prepare necessary forms/documents for approval of sites.

### **Task 4 – Quality Assurance**

**a. Task Description** – Preparation and submittal of a Quality Assurance Project Plan (“QAPP”) and/or Sampling and Analysis Plan (“SAP”) and Health and Safety Plan (“HSP”) to EPA as required. This will need to be approved by the EPA prior to the start of any field sampling.

**b. Task Budget - \$15,000.00**

**c. Schedule** – Start: August 1, 2009                      Completion: February 1, 2010

**d. Deliverables** – Draft QAPP or SAP  
Final QAPP or SAP





			<p>Documents</p> <ul style="list-style-type: none"> <li>• Begin Community Outreach</li> <li>• Hold Initial Community mtg.</li> <li>• Develop site inventory, site selection and site approval</li> <li>• RFQ and RFP evaluation &amp; selection criteria</li> <li>• Contract(s) for Site Assessment Work</li> <li>• Community Outreach Minutes</li> <li>• Quarterly Reports</li> <li>• Provide Community Update</li> </ul>	
2009	3 <sup>rd</sup>	July 30 <sup>th</sup>	<ul style="list-style-type: none"> <li>• Begin QAPP or Sampling and Analysis Plan and Health and Safety Plan</li> <li>• Quarterly Reports</li> <li>• Provide Community Update</li> </ul>	
2009	4 <sup>th</sup>	Oct. 30 <sup>th</sup>	<ul style="list-style-type: none"> <li>• Complete Inventory list, site selection and site approval</li> <li>• Begin QAPP or Sampling and Analysis Plan and Health and Safety Plan</li> <li>• Annual Financial Status Report</li> <li>• Quarterly Reports</li> <li>• Provide Community Update</li> </ul>	
2010	1 <sup>st</sup>	Jan 30 <sup>th</sup>	<ul style="list-style-type: none"> <li>• Quarterly Reports</li> <li>• Provide Community Update</li> </ul>	
2010	2 <sup>nd</sup>	April 30 <sup>th</sup>	<ul style="list-style-type: none"> <li>• Approval of QAPP or Sampling and Analysis Plan and Health and Safety Plan</li> <li>• Phase I Activities commenced</li> <li>• Quarterly Reports</li> <li>• Provide Community Update</li> </ul>	
2010	3 <sup>rd</sup>	July 30 <sup>th</sup>	<ul style="list-style-type: none"> <li>• Quarterly Reports</li> <li>• Provide Community Update</li> </ul>	
2010	4 <sup>th</sup>	Oct. 30 <sup>th</sup>	<ul style="list-style-type: none"> <li>• Phase I Activities completed</li> <li>• Phase II Activities commenced</li> <li>• Quarterly Reports</li> <li>• Provided Community Update</li> </ul>	
2011	1 <sup>st</sup>	Jan. 30	<ul style="list-style-type: none"> <li>• Quarterly Reports</li> <li>• Provide Community Update</li> </ul>	
2011	2 <sup>nd</sup>	April 30 <sup>th</sup>	<ul style="list-style-type: none"> <li>• Begin developing Cleanup plans and End Use Plans</li> </ul>	

			<ul style="list-style-type: none"> <li>• Quarterly Reports</li> <li>• Provide Community Update</li> </ul>	
2011	3 <sup>rd</sup>	July 30 <sup>th</sup>	<ul style="list-style-type: none"> <li>• Complete Cleanup Plans and End Use Plans</li> <li>• Phase II Activities completed</li> <li>• Quarterly Reports</li> <li>• Provide Community Update</li> </ul>	
2011	4 <sup>th</sup>	Oct. 30 <sup>th</sup>	<ul style="list-style-type: none"> <li>• Final Summary Report</li> <li>• Final Financial Status Report</li> <li>• Provide Final Community Update</li> </ul>	
Ongoing	--	--	<ul style="list-style-type: none"> <li>• Receive Community Input</li> </ul>	