

MULTIPURPOSE WORKPLAN - RFP Excerpt

South Dakota Science and Technology Authority Workplan for CERCLA Section 104(k) Multipurpose Cooperative Agreement Period of Performance: 10/1/2024 - 9/30/2029

The activities to be funded under this award support EPA's FY 22-26 Strategic Plan Goal 6: Safeguard and Revitalize Communities; and the corresponding Objective 6.1: Clean Up and Restore Land for Productive Uses and Healthy Communities.

CFDA: 66.818 Assessment, Cleanup, and Revolving Loan Fund Grants

OBJECTIVE:

The Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) was amended by the Small Business Liability Relief and Brownfields Revitalization Act in 2002 to include Section 104(k), which provides federal financial assistance authorities for brownfields revitalization, including grants for assessment, cleanup, and revolving loan funds. The Brownfields Utilization, Investment, and Local Development (BUILD) Act (Public Law 115-141) enacted in 2018 reauthorized EPA's Brownfields Program and made additional amendments to CERCLA that affect EPA's Brownfield grant authorities, and ownership and liability provisions. (Note: References to CERCLA in this solicitation refer to CERCLA as amended by the 2002 Small Business Liability Relief and Brownfields Revitalization Act and the 2018 BUILD Act.) EPA's Brownfields Program provides funds to empower states, tribal nations, communities, and nonprofit organizations to prevent, inventory, assess, clean up, and reuse Brownfield sites. This guidance provides information on applying for Multipurpose Grants. The South Dakota Science and Technology Authority (SDSTA) was selected for Multipurpose funding in the FY 2023 competition.

Many buildings on the former Homestake Mining Company's property in Lead, SD, have been in physical decline for the past 20 years with the possibility of lingering contamination from former commercial mining operations. Assessing the condition of properties in this area will aid the redevelopment of this area in accordance with the Lead Comprehensive Plan and bring about a higher use that is more beneficial to the community. The goals of the project to be funded by this cooperative agreement are to perform assessment, cleanup, and reuse planning for sites within the SDSTA property.

An inventory of Brownfield properties will be developed from which properties will be prioritized and assessed in a streamlined and cost-effective manner, and further action needs will be determined to facilitate the properties' redevelopment. These goals will be accomplished by site-specific and non-site-specific assessment activities. Non-site-specific tasks include developing and periodically updating the inventory of potential Brownfield properties, obtaining contractor services to provide technical assistance and oversight, area-wide planning and conducting public outreach workshops and preparing outreach materials relevant to the project. Site-specific tasks include performing assessments (Phase Is, Phase IIs), preparing site sampling plans, conducting cleanup/reuse planning, and enrolling appropriate sites in the State Voluntary Cleanup Program (VCP), to determine whether further assessment, cleanup, or no action is required before redevelopment can occur.

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 SDSTA Engineering Department (Pamela Hamilton, Project Manager), assisted SDSTA Environmental, health and Safety Department (Bonita Goode, Environmental Manager, with technical assistance and oversight to be performed by a Qualified Environmental Professional (QEP) and the VCP.

1. FUNDING: \$1,000,000 (to include QEP, assessment, remediation and all other costs)

2. WORKPLAN TASKS

Task 1: Cooperative Agreement Management, Reporting, and Other Eligible Activities

Task 1 - Cooperative Agreement Oversight 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)
Obtain QEP <ul style="list-style-type: none"> • Prepare Request for Proposals/Qualifications, evaluate applications, conduct interviews, hire qualified environmental professional (QEP) • Conduct annual performance evaluations on QEP 	Outputs: <ul style="list-style-type: none"> • RFP/RFQ; documentation of meeting of open competition; contract for scope of services • Performance evaluation reports, and applicable corrective actions Outcomes: <ul style="list-style-type: none"> • High quality products and services to meet project needs • Maintain a high level of work effort 	12/31/24	
Reporting: <ul style="list-style-type: none"> • Prepare quarterly reports, MBE/WBE semi-annually, and FFR form at the end of the reporting period • Enter site data in 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"> • Regular communication of project status and next steps; current database for congressional reporting 	1/31/25 ACRES updates and Quarterly reports every quarter; MBE/WBE forms 3/30 & 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 	1/31/25 and thereafter	

Task 1 - Cooperative Agreement Oversight 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)
Requests for Reimbursements or Advances	Outputs: <ul style="list-style-type: none"> • Forms submitted to EPA Finance Center for payment Outcomes: <ul style="list-style-type: none"> • Reduce unliquidated obligations 	12/31/24 and thereafter	
Training: <ul style="list-style-type: none"> • Attend EPA Brownfields Conferences and other related workshops 	Outputs: <ul style="list-style-type: none"> • Attend Brownfields Conference in 2025 • Attend Brownfields Conference in 2027 Outcomes: <ul style="list-style-type: none"> • Improve Brownfields knowledge and expand networking opportunities 	2025 2027	

Task 2: Site Assessments

Task 2 – Site Assessments 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)
Site inventory: <ul style="list-style-type: none"> Gather recognized and potential brownfields sites in target areas Enter sites on GIS mapping tool 	Outputs: <ul style="list-style-type: none"> GIS map of potential BF sites Outcomes: <ul style="list-style-type: none"> Graphical capturing of BF sites for planning and marketing work 	3/31/25	
Site prioritization and eligibility determination: <ul style="list-style-type: none"> Convene steering committee meeting to rank and prioritize sites Choose initial sites for Phase I investigation Evaluate site access issues For each selected site, provide site eligibility information to EPA (or state) for review Obtain EPA (or state) approval for Phase I 	Outputs: <ul style="list-style-type: none"> Planning meetings; # eligible sites identified in initial inventory search Estimate # additional eligible sites identified during remainder of grant Outcomes: <ul style="list-style-type: none"> # brownfields sites identified with the highest redevelopment and community benefit potential in target area(s) 	3/31/25	
Area-Wide Planning: <ul style="list-style-type: none"> Identify a Brownfield-impacted area Develop strategies for the reuse of existing infrastructure in the area 	Outputs: <ul style="list-style-type: none"> Produce an area-wide plan for the Brownfield impacted area Create a set of area-wide strategies for assessment, cleanup and reuse measures Outcomes: <ul style="list-style-type: none"> Future uses of at least # properties in the area wide plan have been identified Next steps to implement the plan have been identified 	3/31/25	
Phase I investigations: <ul style="list-style-type: none"> Conduct planning meeting with QEP to discuss approved sites QEP obtains access agreement and performs Phase I investigation QEP submits draft Phase I report to project team members Team reviews/comments on draft Phase I QEP submits final Phase I report to project team members 	Outputs: <ul style="list-style-type: none"> Planning meetings # 1 Phase I Report updated ACRES database Outcomes: <ul style="list-style-type: none"> # High potential Brownfields site assessed through Phase I Total acres assessed through Phase I 	6/30/25	

Task 2 – Site Assessments 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)
<p>Phase II preparation:</p> <ul style="list-style-type: none"> • Meet with steering committee to review Phase I results and project direction • Obtain EPA approval to proceed with Phase II • Meet with QEP to Plan Phase II • Encourage QEP to maximize efficiencies and minimize negative impacts of site assessments by incorporating green and sustainable remediation (GSR) techniques that are applicable to Phase II assessment activities • QEP submits EPA approved generic QAPP w/ updated organization chart 	<p>Outputs:</p> <ul style="list-style-type: none"> • Project planning meetings • 1 approved generic QAPP • # sites approved for Phase II investigation <p>Outcomes:</p> <ul style="list-style-type: none"> • # high priority sites identified for further investigation and potential redevelopment 	12/31/25	
<p>Phase II investigation:</p> <ul style="list-style-type: none"> • QEP submits draft site-specific QAPP addendum to project team for review and comments • EPA/state approval is obtained and QEP submits final site-specific QAPP addendum to team • QEP performs field work according to plan • Grantee monitors site work and communicates any concerns with EPA/state • Grantee tracks green and sustainable site assessment efforts used during Phase II investigations • QEP submits draft Phase II report to project team for review and comments • QEP submits final Phase II report to project team • Project team & steering committee evaluate Phase II findings, and implement additional Phase II investigations as appropriate to delineate extent of contamination 	<p>Outputs:</p> <ul style="list-style-type: none"> • # approved site-specific QAPP Addenda (delineating extent of site contamination on 1 Brownfield site) • Phase II report(s) documenting the results • Updated ACRES database • Green and sustainable efforts reported in quarterly reporting <p>Outcomes:</p> <ul style="list-style-type: none"> • # high priority sites with complete Phase II assessments that and ready for cleanup and reuse planning • Total acres assessed through Phase II • Greener and more sustainable site assessment techniques utilized 	3/31/26	

Task 2 – Site Assessments 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)
<p>Cleanup & reuse planning:</p> <ul style="list-style-type: none"> • Throughout Phase II process, strategize with steering committee on reuse plans for the site • Conduct marketing to leverage developer/lender interest in the property • Meet with QEP to develop draft cleanup alternatives and remediation plans for the site • Incorporate GSR principles/techniques into Analysis of Brownfields Cleanup Alternatives (ABCA) • Perform public outreach and involvement in cleanup and reuse planning 	<p>Outputs:</p> <ul style="list-style-type: none"> • # or more internal cleanup and reuse planning meeting(s) • # draft cleanup alternatives plan • # draft remedial action plan • GSR language in ABCA • updated ACRES database • 1 public meeting on project results • Potential for developer / lender workshop and transaction forum <p>Outcomes:</p> <ul style="list-style-type: none"> • # property assessed through cleanup and reuse planning, and ready for cleanup and redevelopment • Acres ready for cleanup & redevelopment • Greener and more sustainable plans for cleanup 	6/30/26	

Task 3: Cleanup

Task 3 – Cleanup 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)
Hold a kickoff meeting with State, EPA and QEP	Outputs: <ul style="list-style-type: none"> • Held meeting Outcomes: <ul style="list-style-type: none"> • Ensure all agencies are in agreement with cleanup plan 	9/30/26	
Ensure Site is Enrolled in VCP <ul style="list-style-type: none"> • Ensure the grantee has enrolled site in the applicable state response program 	Outputs: <ul style="list-style-type: none"> • Site is enrolled in applicable state response program Outcomes: <ul style="list-style-type: none"> • Cleanup is in compliance with state response program 	9/30/26	
Historic Preservation <ul style="list-style-type: none"> • 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 	12/31/26	
Prepare Analysis Of Brownfields Cleanup Alternatives (ABCA)	Outputs: <ul style="list-style-type: none"> • Approved ABCA documenting how and why cleanup alternative was selected • ABCA placed in information repository, etc. Outcomes: <ul style="list-style-type: none"> • Ensure proper cleanup alternative is selected and communicated to the public 	12/31/26	
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: <ul style="list-style-type: none"> • Greener and more sustainable cleanup 	12/31/26	

Task 3 – Cleanup 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)
<p>Prepare Decision Document</p> <ul style="list-style-type: none"> Document selection of final cleanup remedy, any changes to the final cleanup remedy, etc. 	<p>Outputs:</p> <ul style="list-style-type: none"> Memo or letter, with appropriate attachments <p>Outcomes:</p> <ul style="list-style-type: none"> Ensure that decision is documented and final cleanup remedy is selected 	3/31/27	
<p>Prepare Remedial Design & Engineering Documents</p> <ul style="list-style-type: none"> 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 	<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> <ul style="list-style-type: none"> Ensure cleanup will be done in compliance with state response program and EPA funds will be used for eligible costs 	3/31/27	
<p>Prepare Site Specific Quality Assurance Project Plan and Health and Safety Plan</p> <ul style="list-style-type: none"> Prepare a SSQAPP for any environmental post cleanup sampling to be conducted on sites and submit to EPA for approval 	<p>Outputs:</p> <ul style="list-style-type: none"> EPA approved SSQAPP Place SSQAPP in information repository <p>Outcomes:</p> <ul style="list-style-type: none"> Ensure proper confirmatory testing methods and analytical data results are achieved 	6/30/27	
<p>Oversight of cleanup activities</p> <ul style="list-style-type: none"> QEP conducts appropriate site inspections during remediation to ensure compliance with cleanup plans 	<p>Outputs:</p> <ul style="list-style-type: none"> Number of inspections Site reports by QEP Documents placed in information repository <p>Outcomes:</p> <ul style="list-style-type: none"> Ensure cleanup is conducted in compliance with VCP 	12/31/27	
<p>Davis-Bacon Documentation</p> <ul style="list-style-type: none"> 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 	<p>Outputs:</p> <ul style="list-style-type: none"> Payrolls, labor interviews, etc. <p>Outcomes:</p> <ul style="list-style-type: none"> Ensure compliance with Davis-Bacon requirements 	12/31/27	

Task 3 – Cleanup 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)
Collection of post-cleanup samples	Outputs: <ul style="list-style-type: none"> • Number of samples and analytical results Outcomes: <ul style="list-style-type: none"> • Ensure cleanup has met VCP cleanup levels 	3/31/28	
Cleanup Documentation <ul style="list-style-type: none"> • 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: <ul style="list-style-type: none"> • Final cleanup reports documenting cleanup is complete • Place documents in repository, etc. Outcomes: <ul style="list-style-type: none"> • State approval of cleanup and ensure cleanup is protective of human health and the environment 	6/30/28	
Cleanup Complete Documentation <ul style="list-style-type: none"> • Receive final cleanup complete letter from State or LEP/LSP determination for CT & MA and submit to EPA 	Outputs: <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. Outcomes: <ul style="list-style-type: none"> • Site is officially clean and ready for reuse • # Estimated number of brownfields property acres available for reuse 	9/30/28	

Task 4: Reuse Planning and Community Outreach

Task 4 – Reuse Planning and Community Outreach 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)
<ul style="list-style-type: none"> Establish Brownfields steering committee Ensure that commitments made by CBOs in proposal are implemented. 	<p>Outputs:</p> <ul style="list-style-type: none"> Monthly meetings, meeting agendas, attendance lists and meeting notes Commitments from CBOs <p>Outcomes:</p> <ul style="list-style-type: none"> An active and motivated workgroup driving Brownfields initiatives 	12/31/25	
<p>Implement outreach strategy in target areas:</p> <ul style="list-style-type: none"> Meet w/ local community organizations and/or attend local city commission meetings Publish program info in local papers and post notices in town halls & community centers 	<p>Outputs:</p> <ul style="list-style-type: none"> Give BF presentations at # meetings, minimum # round of ads/postings in local target areas <p>Outcomes:</p> <ul style="list-style-type: none"> Improve community knowledge on BF issues and identify potential BF sites 	3/31/25	
<p>Hold local public meetings:</p> <ul style="list-style-type: none"> Discuss Phase II results, and potential cleanup and redevelopment plans Discuss Cleanup plans for site(s) selected for cleanup 	<p>Outputs:</p> <ul style="list-style-type: none"> Minimum # local public meeting, presentation materials, attendance list Meetings which inform public of cleanup activities and provide a chance for input & comment <p>Outcomes:</p> <ul style="list-style-type: none"> Encourage public participation and support of BF project(s) going forward Improve understanding of cleanup and allows for potential modifications based on public input 	3/31/26	
<p>Prepare Community Relations Plan</p> <ul style="list-style-type: none"> Prepare plan to involve public in reuse planning 	<p>Outputs:</p> <ul style="list-style-type: none"> Plan for involving the community in reuse planning <p>Outcomes:</p> <ul style="list-style-type: none"> Improve understanding and participation in cleanup and reuse process 	9/30/28	
<p>Establish Information Repository</p>	<p>Outputs:</p> <ul style="list-style-type: none"> Repository of documents which allows public to review site assessment and cleanup history <p>Outcomes:</p> <ul style="list-style-type: none"> Improve understanding of how cleanup alternative was selected 	9/30/28	