

**Lower Brule Sioux Tribe
Environmental Protection Office, Brownfields Program
Work Plan for CERCLA Section 104(k) Cleanup Cooperative Agreement
October 1, 2015 through September 30, 2016**

CFDA Number: 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 Tribes to remediate eligible brownfield sites. Entities are selected from proposals prepared in accordance with the “Proposal Guidelines for Brownfield Assessment, Revolving Loan Fund, and Cleanup Grants,” and submitted in a national competition.

The goal or objective of this clean-up project is to remediate the Tribe’s Former Housing Authority Building so redevelopment may occur. This goal or objective will be accomplished by and performing non-site-specific tasks and site-specific tasks. Non site-specific tasks include hiring a general contractor, obtaining remedial contractor services and performing public outreach. The Lower Brule Sioux Tribe’s Environmental Protection Office will serve as the “Qualified Environmental Professional” QEP for this project.

The 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 Lower Brule Sioux Tribe’s (LBST) Environmental Protection Office’s (EPO) Brownfields Coordinator, assisted by the Finance Department and the EPO Director.

Project and Cleanup Plan Description:

The Lower Brule Sioux Tribe’s Environmental Protection will be using these funds to hire a quality Contractor to demolish the “Former Housing Authority Building” to reach all hazardous materials and properly remove and dispose of the hazardous material at this site. Hazardous materials included asbestos, lead based paint, and polychlorinated biphenyl (PCB’s). This will also include the removal of all broken up concrete parking lot, the handling of all utilities, including the proper method of tying off the electric lines, sanitary sewer lines, storm sewer lines, and water lines. The Contractor and the Tribe will also utilize Green and Sustainable Remediation (GSR), to recycle as much of the building materials as possible. When the project is finished the site will be ready for redevelopment.

Task 1: Cooperative Agreement Oversight and Pre-Work Details

Task Cost:

Work Plan Commitments	Anticipated Outputs and Anticipated Outcomes	Anticipated Accomplishment	Actual Accomplishment Date(s)
<p>Commitment 1</p> <p>The Brownfields Coordinator will develop the Request For Proposals (RFP) for the project</p> <p>The Brownfields Coordinator will advertise the RFP as per Tribal guidelines</p> <p>The Brownfields Coordinator and the Environmental Director will evaluate all proposals and conduct interviews with contractors</p> <p>The Brownfields Coordinator will get Council Approval of the Contractor for this project</p> <p>The Brownfields Coordinator will hire contractor and work with the contractor on developing the contract for this project</p> <p>The Brownfields Coordinator will work with the contractor to prepare the scope of work for this project, which includes management of the project, coordination with the LBST-EPO, detailed costs, TERO, clean-up phases, QAPP development,</p>	<p>Outputs: Contract with a quality contractor</p> <p>Scope of work</p> <p>Monthly Staff meetings</p> <p>Contractor evaluation</p> <p>Outcomes: Contract with a quality contractor that will complete the scope of work on time and within budget</p>	<p>1-29-2016</p>	

<p>Health and Safety Plans, SOPs, milestones, hazardous material removal by a certified contractor, protection for the workers, and the public</p> <p>The Brownfields Coordinator will track progress and evaluate contractor work</p> <p>The Brownfields Coordinator will conduct periodic project status meetings with contractor to discuss project issues and priorities</p> <p>The Brownfields Coordinator will conduct a performance evaluation for contractor once the project is complete</p>			
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<p><i>Commitment 2</i></p> <p>The Brownfields Coordinator will prepare and send quarterly reports to the EPA</p> <p>The Brownfields Coordinator will prepare and send the MBE/WBE Utilization Form to the EPA</p> <p>LBST Finance will prepare and send the FFR, SF-425 form at the end of the reporting period</p> <p>The Brownfields Coordinator will enter site data in ACRES database</p> <p>The Brownfields Coordinator will prepare and send the final report to the EPA</p> <p>The Brownfields Coordinator will send all pertinent information related to this project to the EPA for their approval including the following, QAPPS, SAPs, Health and Safety Plans, Field Sampling Plans, contracts, and any other information the LBST-EPO deems necessary</p>	<p>Outputs: Three quarterly reports delivered to the EPA</p> <p>MBE/WBE Utilization Form at the end of the project period</p> <p>SF-425 form sent to the EPA</p> <p>Updated ACRES database</p> <p>One final report sent to the EPA</p> <p>QAPPS, SAPs, Health and Safety Plans, Field Sampling Plans, contracts,</p> <p>Outcomes: Ensures compliance with Terms & Conditions reporting requirements</p>	<p>Quarterly reports 1-31-2016 4-30-2016 7-31-2015</p> <p>MBE/WBE forms 12-31-2016</p> <p>FFR 12-31-2016</p> <p>ACRES updated when site activities occur</p> <p>Final Report 12-31-2016</p>	
<p><i>Commitment 3</i></p> <p>Request for Reimbursements or draw downs will be done by the LBST Finance on a monthly basis starting with the end of the first month of the project period as monthly expense as occurred</p>	<p>Outputs: Forms submitted to Las Vegas for draw downs of grant funding</p> <p>Outcomes: Monthly draw downs will reduce grant funding and assist the Tribe with completing the</p>	<p>10-30-2015 11-30-2015 12-30-2015 1-29-2016 2-29-2016 3-31-2016 4-29-2016 5-31-2016 6-30-2016</p>	

	obligation in the Contract with the Contractor	7-29-2016 8-31-2016 9-30-2016	
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Task 2: Community Involvement
Task Cost:

Work Plan Commitments	Anticipated Outputs and Anticipated Outcomes	Anticipated Accomplishment	Actual Accomplishment Date(s)
<p><i>Commitment 1</i></p> <p>The Brownfields Coordinator will prepare a Community Relations Plan consisting of how the Council, public, stakeholders, and administration will be notified of clean-up activities and progress</p> <p>The Community Relations Plan and clean-up activities will be added to the EPO's web site, www.LBST-EPO.org</p>	<p>Outputs: Written Community Relation Plan for informing the community in clean-up activities</p> <p>Outcomes: The Community Relations Plan will improve the understanding and participation in cleanup and redevelopment process</p>	<p>12-31-2015</p>	
<p><i>Commitment 2</i></p> <p>The Brownfields Coordinator will establish an Administrative Record of the project</p>	<p>Outputs: Administrative Record, which allows public to review site assessment & cleanup history</p> <p>Outcomes: Improve understanding of how cleanup alternative was selected and conducted</p>	<p>12-31-2015</p> <p>Ongoing throughout the project</p>	

Task 3: Site Specific Activities
Task Cost:

Work Plan Commitments

**Anticipated Outputs
and Anticipated Outcomes**

**Anticipated
Accomplishment**

**Actual
Accomplishment
Date(s)**

<p><i>Commitment 1</i></p> <p>The Brownfields Coordinator will host two meetings/conference calls one with the EPA and EPO and another with the EPO, EPA and the Contractor to discuss the project and the clean-up plan</p>	<p>Outputs: Two meetings/conference calls before work begins on the Project</p> <p>Outcomes: The meeting will ensure EPA, LBST-EPO and the contractor are in agreement with cleanup plan</p>	<p>2-2-2016</p>	
<p><i>Commitment 2</i></p> <p>The Brownfields Coordinator will assist the EPA Project Officer in collecting information and determining compliance with the National Environmental Policy Act and THPO or SHPO requirements to preserve the historical properties on Tribal lands</p>	<p>Outputs: Information and reports required to comply with Section 106 historic preservation requirements</p> <p>Outcomes: Compliance with Section 106 historic preservation requirements</p>	<p>Prior to remediation and clean-up activities</p>	

<p><i>Commitment 3</i></p> <p>The Brownfields Coordinator will submit the Analysis Of Brownfields Cleanup Alternatives (ABCA) to the EPA and will put a copy in the Administrative Record for this project</p>	<p>Outputs: Approved ABCA documenting how and why cleanup alternative was selected</p> <p>ABCA placed in the Administrative Record</p> <p>Outcomes: Ensure proper cleanup alternative was selected and communicated to the public</p>	<p>12-31-2015</p>	
<p>The Brownfields Coordinator will work with the Contractor to utilize as much Green and Sustainable Remediation (GSR) as possible during this project</p>	<p>Outputs: GSR language in RFP</p> <p>Track and report GSR in quarterly reports</p> <p>Outcomes: Greener and more sustainable cleanup</p>	<p>Before, during, and after clean-up</p>	

<p>Commitment 4</p> <p>The Brownfields Coordinator will work with the Contractor to prepare the clean-up plan for work to be completed on this project, including;</p> <ul style="list-style-type: none"> ✓ Clean-up Plan ✓ Detailed budget ✓ Davis-Bacon requirements ✓ Asbestos removal 	<p>Outputs: Approved remedial action and engineering/design documents and an approved budget</p> <p>All documents will be placed in the Administrative Record</p> <p>Outcomes: Ensure cleanup will be done in compliance with federal regulations and EPA funds will be used for eligible costs</p>	<p>Before, during, and after clean-up</p>	
<p>Commitment 5</p> <p>The Brownfields Coordinator will work with the Contractor to prepare the following plans as deemed necessary for this project;</p> <ul style="list-style-type: none"> ✓ Site specific Quality Assurance Project Plan ✓ Standard Operating Procedures ✓ Field Sampling Plans ✓ Health and Safety Plan 	<p>Outputs: EPA approved QAPP and Health and Safety Plan</p> <p>Place QAPP and Health and Safety Plan in the Administrative Record</p> <p>Outcomes: Ensure proper confirmatory testing methods and analytical data results are achieved</p>	<p>Before, during, and after clean-up</p>	

Task 4: Site Cleanup

Task Cost:

Work Plan Commitments

**Anticipated Outputs
and Anticipated Outcomes**

**Anticipated
Accomplishment**

**Actual
Accomplishment
Date(s)**

<p><i>Commitment 1</i></p> <p>Site Clean-up The Contractor will complete the scope of work to remediate the site and prepare it for redevelopment</p>	<p>Outputs: Completion of the scope of work</p> <p>Outcomes: Site ready for redevelopment</p>	<p>04-01-2016 thru 07-29-2016</p>	
<p><i>Commitment 2</i></p> <p>Oversight of cleanup activities The Brownfields Coordinator will conduct appropriate site inspections during remediation to ensure compliance with cleanup plans. All inspection information will be included in the quarterly and final report</p>	<p>Outputs: The number and content of the appropriate of inspections will be put in the Administrative Record and the Quarterly/Final report</p> <p>Outcomes: Ensure cleanup is conducted in compliance with VCP</p>	<p>Before work begins and during clean-up activities</p>	

<p><i>Commitment 3</i></p> <p>Davis-Bacon Documentation</p> <p>The Brownfields will conduct site inspections to ensure proper wage rates and posters are available to workers on-site before work begins on the project. All inspection information will be included in the quarterly and final report</p> <p>The Brownfields Coordinator will collect, review and maintain payrolls All inspection information will be included in the quarterly and final report</p> <p>The Brownfields Coordinator will conduct on-site labor interviews</p>	<p>Outputs: The number and content of the Davis-Bacon site inspections, labor interviews, and payroll information will be put in the Administrative Record and the Quarterly/Final report</p> <p>Outcomes: Ensure compliance with Davis-Bacon requirements</p>	<p>Before work begins and during clean-up activities</p>	
<p><i>Commitment 4</i></p> <p>It is not anticipated that any post clean-up sampling will occur, but if any sampling is done the QAPP will be sent in for approval and all sample results will be included in the Final Report.</p>	<p>Outputs: All sample results will be included in the Final Report</p> <p>Outcomes: Ensure cleanup has met VCP cleanup levels</p>	<p>12-31-2016</p>	

<p>Commitment 5</p> <p>Cleanup Documentation</p> <p>Prepare and submit close-out documentation to the EPA indicating that cleanup is complete and protective to human health and the environment and identifies any institutional controls and long term monitoring</p>	<p>Outputs: Final clean-up documentation will be included in the Final Report Place documents in Administrative Record</p> <p>Outcomes: EPA and EPO approval of clean-up and ensure clean-up is protective of human health and the environment</p>	<p>12-31-2016</p>	
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QUALITY ASSURANCE

Prior to undertaking confirmatory sampling, the Lower Brule Sioux Tribe, Environmental Protection Office will prepare and submit a Quality Assurance Project Plan (QAPP) which meets with the approval of the U.S. EPA Region 8 Brownfields Program. The QAPP will describe the sampling and analytical strategies, methods, and procedures approved by EPA. It is not anticipated that sampling will occur but if it does occur the Contractor will submit the necessary documents for EPA approval.

PRE-AWARDS COSTS:

Lower Brule Sioux Tribe, Environmental Protection Office will not be requesting any Pre-award Costs

Budget Detail	
Personnel	0.00
Fringe	0.00
Travel	0.00
Equipment	0.00
Supplies	0.00
Contractual	0.00
Total Direct Charges	0.00

Indirect Charges	0.00
Match	0.00
Total	0.00

Milestones Chart	
Task	Schedule
Develop the RFP, advertise, evaluate proposals, and get Council Approval of Contractor Clean-up Plan, scope of work, Health and Safety Plan, QAPP, Sop, Field Sampling Plan	By 12-31-2015
Community Relations Plan	By 12-31-2015
EPO and EPA pre-work meeting	By 02-02-2016
EPO, EPA, Contractor pre-work meeting	By 02-16-2016
106 Compliance	By 04-01-2016
Site Clean-up	04-01-2016 thru 07-29-2016
Reporting	01-31-2016 04-30-2016 07-31-2015 12-31-2016