

## **1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION**

### **a. Target Area & Brownfields**

#### *i. Background and Description of Target Area.*

The City of Sedro-Woolley (the “City”, population 10,600) in Skagit County, Washington, is 60 miles north of Seattle. The City was incorporated in 1898 and had two major industries: logging and coal mining. For much of the 20th century, the most significant employer was the Northern State Hospital (the “Property”), a 225-acre mental health facility on the northern edge of the city. This grant application focuses on cleanup of the Former Laundry Building and Student Dorms Field. The target area is defined as Census Tract 9509, Block Group 2, which encompasses the Property and immediate surrounding area.

Built on the timber and coal mining industries, the City has a disproportionate number of brownfields. There are 22 known contaminated sites in this small town based on the State’s Department of Ecology list of confirmed and suspected contaminated sites, which is based on reported releases and is considered an underestimate of the true number of contaminated sites in the community.

The perceived or real contamination impacts are a major barrier to redevelopment of properties. Approximately 17.5% of Sedro-Woolley’s commercial and industrial land is vacant or underutilized, many of which are constrained by real or perceived contamination. These vacant properties produce little or no property tax and business or sales tax revenues.

The purpose of this grant is to clean up the Former Northern State Hospital Property. Built in 1912, it has over 600,000 square feet of buildings in a campus designed by the renowned Olmsted Brothers landscape architecture firm (designers of New York’s Central Park). The Property is listed in the National Register of Historic Places and is bordered by two bodies of water and forested hills. The hospital was designed to be self-sufficient with medical wards, residential halls, a power plant, rail spur and depot, maintenance facilities, a landfill, and approximately 700 acres of adjacent farmland for the patients’ food. At its peak, the hospital served over 2,200 patients and employed over 400 staff members.

The 1973 closure of the hospital left a hole in the area’s economy. Despite state and local efforts to recruit users, the Property has remained underutilized with 40% of the buildings currently vacant. The vacant buildings are in declining condition from lack of maintenance and vandalism. The Property currently hosts the Cascades Job Corps program, a chemical dependency facility, and a mental health evaluation and treatment center.

#### *ii. Description of the Brownfield Site(s)*

Contamination has been confirmed in multiple discrete locations on the large Property. The Port of Skagit (Port) has conducted environmental assessment of the Property with funds from an EPA Brownfield Assessment Grant and state grants. This cleanup grant application focuses on two areas of concern: the Former Laundry Building (FLB) and landscaped grounds where metals are present in shallow soil.

- Former Laundry Building. The FLB will be renovated as a classroom for the Job Corps program. An environmental assessment identified the presence of chlorinated solvents (tetrachloroethene (PCE)) in groundwater, soil, and soil vapor. Reusing this building without conducting cleanup actions could expose students to carcinogenic hazardous substances.
- Student Dorms Field. Elevated concentrations of arsenic are in shallow soil in the field site. These are likely linked to historical pesticide use and wood-treatment chemicals used in building construction. The horizontal and vertical extent of contamination has been characterized and is limited to soil less than one foot deep. Since the contamination occurs in shallow soil students may be at risk of coming into contact with arsenic above human-health screening levels.

### **b. Revitalization of the Target Area**

#### *i. Redevelopment Strategy and Alignment with Revitalization Plans*

The Port, in partnership with the City of Sedro-Woolley (the “City”) and Skagit County (the “County”) is leading the effort to transform the Property into a center for innovation and technology. The Port, with support

from the City and County partners, will lead cleanup and infrastructure improvements to make the Property attractive for investment by public and private parties.

The vision for redevelopment and implementation strategy has been developed through community-based plans over the past four years. The plans listed in the table below demonstrate alignment of the redevelopment strategy with local land use and revitalization plans.

<b>Land Use &amp; Revitalization Plans</b>	<b>Alignment with Redevelopment Strategy</b>
<i>The Center for Innovation and Technology Subarea Plan (2015)</i>	The Port, City, and County jointly prepared this plan for the future use of the Property, which included development of a destination mixed-use campus for education, research and development, manufacturing, hospitality, and commercial uses. It was adopted in December, 2015 as an amendment to the City's Comprehensive Plan. The goals for the Subarea Plan align with those of the Comprehensive Plan.
<i>Planned Action Final Environmental Impact Statement (EIS) (2015)</i>	This EIS was conducted in coordination with the Subarea Plan (above). The Planned Action EIS evaluated environmental and social impacts of the proposed redevelopment and identified measures to avoid, minimize, or mitigate negative impacts.
<i>City of Sedro-Woolley's 2016 Comprehensive Plan</i>	This plan for physical development of the City supports the redevelopment strategy for the Property and incorporates projected employment growth from redevelopment into its overall projections.
<i>Economic Development Alliance of Skagit (EDASC) County Strategic Plan (2016)</i>	EDASC works to advance Skagit County's economy and enhance its quality of life through the creation and promotion of healthy businesses and good jobs. EDASC's goals of business retention, expansion, and promotion align with the redevelopment strategy.

The redevelopment of the property has begun and the cleanup grant would play a key role in completing the effort. In June 2018, the Port acquired and subdivided the Property to make rational lots for lease to private and public parties. Sedron Technologies (formerly Janicki Bioenergy), a private tenant, is planning to make the campus its headquarters for research and development of technologies that improve sanitation and human and animal waste management. Job Corps is preparing to renovate buildings for education programs in 2019-2020. The Port has also dedicated 10 acres, including a popular fishing pond to the City for a park. The City has designed park improvements and is currently seeking implementation funding. The City has also completed \$2.2 million in road improvements, providing sidewalks and a safer, more attractive entrance.

*ii. Outcomes and Benefits of Redevelopment Strategy*

Revitalization of the property will improve the local economy, foster job creation, improve access to open space and recreation, and provide health benefits to the sensitive populations in the target area.

**Economy.** Redevelopment of the Property will be a catalyst for economic development in the targeted community and the region. The proposed technology and innovation center will create both professional jobs in engineering, design, and management as well as skilled labor jobs in welding and manufacturing. Based on the profile of existing high-tech manufacturing in the area, it is expected that 30% of employees will be based in Sedro-Woolley and the remaining employees will live in Skagit and neighboring Whatcom County. An economic impact analysis of the Subarea Plan forecasts that full build out of the Property would support 2,850 direct jobs and 4,390 indirect jobs. The increased value and private investment is forecasted to generate \$33 million in property taxes that benefit local and state government.

**Workforce Development.** The Port and its partners are committed to linking community members to employment opportunities and will promote local hiring throughout the brownfield cleanup project and in the future redevelopment of the Property. The Port and its partners have engaged Job Corps and the local community college to explore opportunities for internships, mentorship, and shared programs. The prime private business poised to locate at the facility Sedron Technologies is owned by a family that has lived in Sedro-Woolley for three generations and is deeply committed sustaining employment in this community.

**Open Space.** The Subarea Plan sets aside approximately 100 acres as open space to protect wetlands and streams and promote public recreation. Of this, 10 acres is dedicated for a City park with fishing access. Trails and paths will connect with an adjacent 700-acre county park.

**Health Benefits.** Increasing local employment opportunities will reduce commute times, which have ties to reduced stress, cortisone levels, and rates of obesity. Most (85%) residents work outside of the target area. Shorter commutes also reduce traffic on congested roadways, decrease pollution emitted from vehicles, and decrease incidence of diseases as described in Section 2.a.ii(2). Providing additional jobs in the target area reduces the need to commute.

**Energy Efficiency.** Renovation of historic buildings on the Property saves energy embedded in demolition and new construction. Additionally, building renovations will meet the energy efficiency codes in Washington State which are nearly equivalent to green building standards.

**c. Strategy for Leveraging Resources**

*i. Resources Needed for Site Reuse*

This project has tremendous momentum and garnered significant funding support. The table below shows the Port, City, and County have contributed their own funds and obtained multiple grants to support this project so far. In total, the committed funding for this project is over **\$3,583,823**. This represents nearly **8:1 leverage of USEPA cleanup grant funds**.

Funding Source	Amount	Status	Activities
WA Dept. of Ecology Integrated Planning Grant	\$200,000	Awarded 2014, <b>Completed</b>	Community visioning, market study, building assessment, wetlands study, environmental due diligence,
WA Dept. of Commerce Advanced Planning Grant	\$212,500	Awarded, 2015, <b>Completed</b>	Subarea Plan: Community involvement, master planning, infrastructure analysis, policy development Environmental Impact Statement <ul style="list-style-type: none"> <li>- Wetlands Delineation</li> <li>- Geotechnical Study</li> <li>- Cultural Resource Study</li> <li>- Transportation Analysis</li> <li>- Economic Impact Analysis</li> </ul>
Port of Skagit	\$100,000	Awarded, 2015, <b>Completed</b>	
City of Sedro-Woolley	\$25,000	Awarded, 2015, <b>Completed</b>	
Skagit County	\$75,000	Awarded, 2015, <b>Completed</b>	
WA Dept. of Ecology Remedial Action Grant	\$150,000	Awarded 2015, <b>Completed</b>	Preliminary environmental assessment
Port of Skagit	\$300,000	Awarded 2017, <b>Completed</b>	Design and construction of improvements to primary access road to former Northern State Hospital, including sidewalks and gateway entrance to facility.
City of Sedro-Woolley	\$20,000	Awarded 2016, <b>Completed</b>	
Skagit County Economic Development Grant	\$400,000	Awarded 2017, <b>Completed</b>	
WA Transportation Improvement Board	\$1,531,923	Awarded 2017, <b>Completed</b>	
WA Pollution Liability Insurance Agency	\$374,400	Awarded 2017, <b>Scheduled Completion 2019</b>	Preliminary Planning Assessment and cleanup of petroleum contamination at maintenance building.
U.S. EPA Brownfields Assessment Grant	\$195,000	Awarded 2017, <b>Completed</b>	Assessment of contamination, analysis of brownfield cleanup alternatives.
<b>Total</b>	<b>\$3,583,823</b>		

This grant will stimulate the availability of additional funds for remediation as well as subsequent reuse and construction. The following table shows sources of funding for which the Port would be eligible and/or more competitive if it were to receive this grant.

Funding Source	Amount	How EPA Grant Helps	Activities
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U.S. Dept. of Labor	\$6,000,000	Provides initial cleanup to make redevelopment possible.	Construction/renovation activities to create new Job Corps classroom.
Sedron Technologies	\$10,980,000	Reduces environmental risk associated with redevelopment	Construction of research and development facility (initial phase)
WA Dept. of Ecology Remedial Action Grant	\$375,000	Prioritizes applications based on receiving previous grants for cleanup	Cleanup actions and finalize remedial investigation / feasibility study
Community Economic Revitalization Board	\$3,000,000	Cannot begin design and construction of facilities until cleanup is complete	Grant and loan to support on-site infrastructure improvements
<b>Total</b>	<b>\$TBD</b>		

*ii. Use of Existing Infrastructure*

The project involves adaptive reuse of historic buildings and utilizes existing road and utility infrastructure developed for the hospital. Job Corps has plans underway to renovate two of the historic buildings to provide more classroom space. Future development plans incorporate renovation of more of the historic buildings. Design guidelines have been established to ensure that renovations and future development respect the historic character of The Property.

The Property is served by water, sewer, gas, electricity, and roads. There is latent capacity in these systems that were designed to serve the large population of hospital patients and employees. Some upgrades of infrastructure will be needed on the Property, but there is adequate capacity in each of these systems to support redevelopment. As stated previously, the City has recently completed improvements to the main road leading to the Property. Redevelopment of the Property will also improve stormwater management on the Property. New development will be required to meet Washington State standards for low-impact development stormwater management techniques.

**2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT**

**a. Community Need**

*i. The Community's Need for Funding*

The Port, which is the grant applicant, is a small governmental organization with an annual operating budget of approximately \$9.9 million. Cleanup and redevelopment of the Property requires large public and private investment beyond the resources of the Port. The Port raises money through leasing property, property taxes, and grants.

The limited ability for local governments to fund this project is underscored by the financial conditions of the City of Sedro-Woolley. The City's tax revenues sharply declined during the Great Recession and have just recovered to 2009 levels. Unlike nearly all other states, Washington does not have tax increment financing, so is highly dependent on grant funding to support economic revitalization projects.

*ii. Threats to Sensitive Populations*

(1) Health or Welfare of Sensitive Populations. Contamination at the Property impacts the health and welfare of people who live, work, and visit the facility. Cascades Job Corps provides job training and education to at-risk youth aged 18-24 in a campus setting with residential halls. While the program provides a unique education opportunity for these youth, they also may be at risk to exposure to contamination at the Property. The chemical dependency facility is an involuntary 140 bed facility that provides services to people who have been mandated by a court to receive treatment. The evaluation and treatment facility is designed to support 16 patients at a time. While patients at these facilities live on the campus struggling to control their substance abuse and mental health issues, they also may be at risk of exposure to contamination on the Property. Members of the Upper Skagit Tribe are potentially exposed to risks as well. Their reservation is adjacent to the Property, and they fish for salmon in the creek and use it for cultural activities. Contamination has the potential to bioaccumulate in salmon and other fish that live in the creeks that run through the Property.

Cleanup and redevelopment of the Property will also provide benefits through reduction of hazardous substances and improvement of water quality and stream habitat to Endangered Species Act listed salmon.

**(2) Greater than Normal Incidence of Disease and Adverse Health Conditions.**

<b>Table 3: Health Data</b>	<b>County</b>	<b>State</b>	<b>USA</b>
Cancer	13%	12%	
Asthma (2011-2013)	9%	9%	
Premature Mortality per 100,000	98	86	
Diabetes (2013-2015)	11%	9%	
Obesity (2011-2013)	37%	35%	36%
High Cholesterol (2011-2013)	38%	36%	37%
No Health Insurance Coverage	11.2%	9.8%	
Based on Skagit County Quality of Life Survey, Washington State Department of Health, and Center for Disease Control statistics.			

The populations in the target area suffer from a greater-than-normal incidence of diseases or conditions that may be associated with exposure to hazardous substances, pollutants, contaminants, or petroleum as shown Table 3. There is limited data to quantify health and welfare impacts specifically in the City of Sedro-Woolley. The impacts of the economic decline and prevalence of brownfields are reflected county-wide. Public health indicators show that people in Skagit County have higher or equivalent prevalence of cancer, asthma, diabetes, obesity, and premature mortality. Additionally, the proportion of people without health insurance is higher in

Skagit County (11.2%) than in the rest of the state (9.8%). The grant will fund cleanup and subsequent reduced exposure to the hazardous substances that may be associated with this greater-than-normal incidence of disease. The County currently supports the Population Health Trust Advisory Committee which tracks the health of the population of Skagit County. The Port will continue working with the County to track these health statistics and their relationship to this project.

**(3) Economically Impoverished/Disproportionately Impacted Populations.** Brownfields are closely linked to economic challenges facing the target community. The target community has struggled with structural economic challenges with the decline of the resource extraction industries and closure of the hospital. Demographic data indicate that the target community has a high unemployment rate (9.3%) and high poverty rate (22%). Per capita income (\$23,993) is well below Washington State (\$32,999) and national (\$29,829) levels. The high school dropout rate (28%) is high and proportion of college graduates (15.6%) is low compared to state and national levels. The ability to recover from these job losses is impeded by the uncertainty, risk and costs associated with cleanup of this brownfield property.

**b. Community Engagement**

*i. Community Involvement*

The Port has actively engaged the community to ensure that redevelopment and cleanup of the Property meets their needs and aligns with their vision for the future. Key project partners in the table below.

<b>Partner Name &amp; Point of Contact</b>	<b>Specific Role in the Project</b>
<b>WA Dept. of Ecology</b> Mark Adams, Site Manager 425.649.7107, mada461@ecy.wa.gov	Will review cleanup actions for compliance with WA State Model Toxics Control Act and its implementing regulations.
<b>City of Sedro-Woolley</b> Eron Berg, Supervisor 360.855.9921, eberg@ci.sedro-woolley.wa.us	Will provide information and staff resources to support cleanup project. Developing park at entrance to the Property.
<b>Skagit County</b> Tim Holloran, Administrator 360.416.1300, timh@co.skagit.wa.us	Will provide information and staff resources to support cleanup project. Contributing funding for infrastructure improvements to support redevelopment of Property.
<b>Upper Skagit Tribe</b> David Hawkins, dhawkins@upperskagit.com 360.854.7016	Will provide information and technical support for the cleanup process.
<b>Job Corps</b> Kevin Meenahan, Center Director 360.854.2134, Meenaghan.Kevin@jobcorps.org	Will collaborate on cleanup and renovation of former laundry building and coordinate communications with students and staff.
<b>Skagit Audubon Society</b> Tim Manns 360.333.8985, conservation@skagitaudubon.org	Will continue to share data and information they have collected, participate in advisory group meetings, and provide review and comment on reports and plans to ensure they are protective of birds and wildlife.

<p><b>Sedro-Woolley Chamber of Commerce</b> Pola Kelley, Executive Director 360.855.1841, director@sedro-woolley.com</p>	<p>Will continue to distribute information to their members, provide advice on redevelopment strategy, and participate in public meetings and committees.</p>
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*ii. Incorporating Community Input*

The Port of Skagit and its partners have led a robust community involvement program over the last four years of planning for redevelopment of the Property. Over 400 people in total have attended the 23 public meetings on the project to date. The Port is committed to continuing to engage the community and foster partnerships through the brownfield cleanup project. Public involvement efforts will be coordinated by the Port’s Community Outreach Administrator, Linda Tyler (see Section 4.a). The Port will use the grant to prepare a Community Involvement Plan that will employ strategies that have proven effective in reaching a broad cross section of the public. Community outreach will engage tenants on the Property and their employees and students, and businesses and residents in the target area at least once per quarter through one of the methods described below in order to solicit input.

- **Stakeholder and Small Group Outreach.** The Port will conduct personal meetings with key stakeholders, businesses, and community groups to engage them in discussions of cleanup and redevelopment of the Property. The Port has found that meeting one-on-one with stakeholders such as the Upper Skagit Tribe and presenting at meetings of groups such as the Chamber of Commerce have been the most effective methods to engage members of this community that are typically not represented in public planning processes.
- **Public Open House Events.** The Port will hold at least two community open houses throughout the cleanup process. The meetings will be designed to share information on the environmental cleanup and solicit feedback. Open house events will be held on the Property to be accessible to employees and students who will be directly affected by cleanup action. Translators and information in multiple languages will be utilized as appropriate in these meetings.
- **On-Site Community Engagement.** The Port will staff an office on the Property to be available for workers and students. Fliers and signs will be displayed on the Property before, during, and after cleanup actions to inform potentially affected parties.
- **Web-Based Communications.** The Port is increasingly using web-based tools to engage community members. The Port currently has a dedicated web page for this project that will be updated to track the cleanup project.

The Port will continue to utilize communications techniques that have proven effective in the target community. The Port will also communicate progress through presentations at public Port Commission and Sedro-Woolley City Council meetings, and articles in the Skagit Valley Herald.

**3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS**

**a. Proposed Cleanup Plan**

The cleanup plan is based on the Analysis of Brownfield Cleanup Alternatives (ABCA) prepared under the FY2017 Brownfield Assessment Grant for the Property.

**Former Laundry Building.** The chlorinated solvents associated with the FLB will be treated by in situ bioremediation. This will involve injecting amendments directly into the ground around the building footprint. A combination of amendments will be designed to enhance degradation of chlorinated ethenes through biotic and abiotic processes. This program would be designed to utilize anaerobic biodegradation of the existing chlorinated compounds through the enhanced reductive dechlorination (ERD) process. ERD is the primary anaerobic biological process by which problematic chlorinated solvents in groundwater are biologically transformed into less harmful end products such as ethene. Groundwater monitoring will be conducted at existing wells on a quarterly basis to evaluate effectiveness of the in-situ remediation.

**Student Dorms Field.** Shallow soil contamination will be addressed through removal and off-site disposal. Soil with elevated arsenic levels will be excavated and disposed of off-site at a permitted landfill. An

approximately 28,500 square foot area will be excavated to approximately 1-foot depth. Confirmation soil samples will be collected to ensure that arsenic impacts above cleanup levels are removed. The excavation will be backfilled with clean material and seeded with grass.

**b. Description of Tasks and Activities**

Project Implementation. The tasks and activities described below are eligible and specifically designed to be conducted within the 3-year period of performance. The task descriptions below provide the name of the task in bold, the task lead in parentheses, and the schedule in italics.

**Task 1: Community Involvement** (Linda Tyler Lead) - *At least quarterly throughout the project*

This task includes conducting community meetings to review the ABCA; informing the public through the cleanup process; and preparing web content and printed public information materials. Additional details are provided in Section 2.b.ii.

**Task 2: Cleanup Design** (Environmental Contractor Lead) - *July-December 2019*

This will involve preparation of detailed plans and specifications for the cleanup actions. The design documents will comply with Washington State regulatory requirements and US EPA guidelines. The design documents will be provided to the US EPA and Department of Ecology for review and comment. This design and specifications will be used for contractor procurement through public bid process and construction. This task will include permitting for the cleanup project. It is anticipated that local land use permits for filling and grading will be required, along with underground injection permits for Task 3. The design, permitting, and public bid process will require involvement of both Port staff and the project consultant engineer.

**Task 3: Cleanup of FLB** (Environmental Contractor Lead) - *July/August 2020*

This task involves in-situ bioremediation injections in the FLB area. Amendments will be injected through approximately 16 even-spaced injection points placing approximately 4,500 pounds of amendment into groundwater. The work will be overseen by an environmental engineer to ensure the project meets design plans and specifications. This task also includes groundwater sampling at four existing monitoring wells quarterly over the period of one year.

**Task 4: Cleanup of Student Dorms Field** (Environmental Contractor Lead) - *July/August 2020*

This task involves physical excavation of approximately 1,000 cubic yards of material, backfilling, and re-grading. The excavation work will be conducted by a licensed contractor selected through public bid process. The work will be overseen by an environmental engineer to ensure the project meets design plans and specifications and to collect confirmation samples to assess the effectiveness of the cleanup action.

**Task 5: Reporting** (Heather Rogerson Lead) - *Quarterly throughout the project*

This task includes preparation of completion reports for both cleanup actions (Tasks 3 and 4). It also includes progress reports and entering information into the Assessment, Cleanup and Redevelopment Exchange System (ACRES) database for the grant project. The cleanup completion report will provide the state regulatory agency with the basis for issuing a No Further Action letter to memorialize that the project complied with cleanup law and regulations.

Cost Share. As described in Section 3.c. below, the cost share will be met with eligible activities. The Port will provide the 20% cost share through a grant from the Washington State Department of Ecology. The grant allocation is included in the Governor’s proposed budget. The budget is scheduled to be approved by the state legislature in spring 2019 and funds will be available by July 2019.

**c. Cost Estimates and Outputs**

The budget table for the project is below. This is followed by a description of how costs for each task were developed per budget category (including the cost share) and the specific outputs associated with each task. All of these outputs will be achieved within the 3-year period of performance.

Budget Categories	Project Tasks					Total
	Task 1	Task 2	Task 3	Task 4	Task 5	
Personnel	\$2,000	\$2,000	\$1,000	\$1,000	\$5,000	<b>\$11,000</b>

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Fringe Benefits							\$0
Travel <sup>1</sup>					\$1,500		\$0
Equipment <sup>2</sup>							\$0
Supplies							\$0
Contractual	\$27,250	\$62,500	\$120,000	\$231,500	\$40,000		\$481,250
Other _____							\$0
<b>Total Direct Costs<sup>3</sup></b>	<b>\$29,250</b>	<b>\$64,500</b>	<b>\$121,000</b>	<b>\$232,500</b>	<b>\$46,500</b>		<b>\$492,250</b>
Indirect Costs <sup>3</sup>							\$0
<b>Total federal funding</b>	<b>\$23,400</b>	<b>\$51,600</b>	<b>\$96,800</b>	<b>\$186,000</b>	<b>\$37,200</b>		<b>\$395,000</b>
Cost Share (20% of requested federal funds) <sup>4</sup>	\$5,850	\$12,900	\$24,200	\$46,500	\$9,300		\$98,750
<b>Total Budget</b>	<b>\$29,250</b>	<b>\$64,500</b>	<b>\$121,000</b>	<b>\$232,500</b>	<b>\$46,500</b>		<b>\$493,750</b>

<sup>1</sup>Travel to brownfields-related training conferences is an acceptable use of these grant funds.

<sup>2</sup>EPA defines equipment as items that cost \$5,000 or more with a useful life of more than one year. Items costing less than \$5,000 are considered supplies. Generally, equipment is not required for Brownfield Grants.

<sup>3</sup>Administrative costs (direct and/or indirect) cannot exceed 5% of the total EPA-requested funds.

<sup>4</sup>Applicants must include the cost share in the budget even if applying for a cost share waiver (see Section III.B.13. for a list of applicants that may request a cost share waiver). If the applicant is successful and the cost share waiver is approved, it will be removed in pre-award negotiation.

**Task 1: Community Involvement**

The community outreach budget includes \$27,250 (218 hrs at \$100/hr) for a consulting firm to facilitate community meetings, prepare graphics and materials, and assist the Port with outreach. Budgeted supply costs of \$1,000 includes printing costs (\$400) and public meeting display boards and other graphic materials (\$600). The budget also includes \$2,000 for Port staff time (40 hrs at \$50/hr) to coordinate community outreach activities.

Outputs: Fact sheets, project website, community meeting agendas, materials, and notes

**Task 2: Cleanup Design**

The budget for this task includes \$2,000 for Port staff time (40 hours at \$50/hr) and \$62,500 for consulting engineering for design and documentation of cleanup plans (500.25 hours at \$125/hr).

Outputs: Engineering design report, plan set and specifications, permit applications

**Task 3: Cleanup Implementation for FLB**

Budget estimate includes \$22,000 for 4,500 pounds of in-situ amendments, \$12,000 for injection equipment and labor, and \$8,800 for contingency (20% of construction costs). The estimate also includes project management and construction oversight (8% and 10% of construction costs, respectively). The budget also includes \$48,000 for four consecutive quarters of groundwater sampling at four wells and indoor air compliance monitoring for chlorinated solvents along with \$9,600 (76 hours at \$125/hour) for data analysis and reporting with monitoring over four quarters.

Outputs: Completion of cleanup action, groundwater monitoring

**Task 4: Cleanup of Student Dorms Field**

The budget includes \$12,667 for soil excavation at \$12 per cubic yard, \$109,250 for off-site disposal at \$60 per ton, and \$30,000 for backfill at \$25 per ton plus \$8,000 for contractor mobilization. A 20% contingency (\$32,253) is included in the construction budget. The estimate also includes project management and construction oversight (6% and 8% of construction costs, respectively) along with \$6,000 confirmation samples (assuming 60 soil samples at \$100/sample).

Outputs: Completion of cleanup action, confirmation samples

**Task 5: Reporting**

To prepare the cleanup completion reports and assist the Port with progress reports, the budget includes \$40,000 for environmental engineering support (320 hours at \$125 per hour). This budget also includes \$5,000 for 100 hours of Port staff time at \$50/hr.

**Outputs:** Cleanup completion report, quarterly progress reports, final progress report

**d. Measuring Environmental Results**

The Port will track, measure, and report project performance through its quarterly reports, the ACRES database, and the Port’s website. For each task, the outputs, outcomes, and tracking methods are described in the table below:

<b>Task</b>	<b>Methods of Tracking and Measuring Progress</b>
1 Community Involvement	Outputs—Fact sheets, project website, community meetings Outcomes—Informed, engaged community Tracking Methods—Recording and reporting community outreach elements (such as fact sheets, meeting attendance, and updates to project website)
2 Cleanup Plan	Outputs—Engineering design report, permits, plan set and specifications Outcomes—Well-defined project that meets regulatory requirements and enables accurate estimating by prospective bidder contractors Tracking Methods—Set dates for deliverables, document achievement of deadlines, and provide EPA with copies of deliverables
3 & 4 Cleanup Implementation	Outputs—Completion of cleanup action Outcome—Delivery of cleanup site, ready for redevelopment, elimination of environmental and public health threat Tracking Methods—Set construction schedule, weekly updates on construction progress, tracking landfill tickets to measure weight of soil removed, confirmation samples to evaluate achievement of cleanup standards
5 Reporting	Outputs—Cleanup completion report Outcome—Accountability for stewardship of public funds and confirmation that site meets regulatory cleanup standards Measures—Set deadline for deliverable, provide copy of deliverable to EPA

**4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE**

**a. Programmatic Capability**

*i. Organizational Structure*

The Port manages a portfolio of 2,000 acres of land to provide living-wage jobs and environmental stewardship. Port property supports over 80 tenants employing approximately 1,153 workers. The Port has selected a highly qualified team of staff with the skills, experience, and energy to lead the assessment, cleanup, and redevelopment of the Property.

**Heather Rogerson, Planning and Environmental Manager**, will manage the grant. She has been the manager for the previous environmental assessment efforts at the Property as well as the redevelopment planning. She leads the Port’s most complicated and demanding projects, including managing over \$15 million in federal Department of Transportation grants for a major airport runway improvement. Heather holds a Juris Doctor (J. D.) which brings legal understanding to her management of projects.

**Patsy Martin, Executive Director**, provides leadership and strategic guidance to the project. Patsy joined the Port of Skagit in 1995. As the Executive Director, she is ultimately responsible for implementing Port’s strategic plan and policies and resolutions adopted by the elected Port Commission. Patsy has been the lead in forming and sustaining the interlocal partnership with Skagit County and the City of Sedro-Woolley.

**Sara Young, Director of Planning and Facilities**, has managed the approximately \$3 million remediation of contamination at the Port’s airport. She will bring experience and technical expertise from that large-scale cleanup project to the Northern State Hospital project. Sara is responsible for the organization, administration, operation, and customer relations related to the Port’s facilities. She is also responsible for facilities budgets, plans, projects, emergency services, consulting and contract services, and directing day-to-day operations.

**Linda Tyler, Community Outreach Administrator**, leads the port’s internal and external communications, public relations, and operation of the Port’s web site and social media. Linda holds a Bachelor’s Degree in Communications from the University of Washington.

**Greg Thramer, Financial Director**, is responsible for management of the Port’s overall finance functions. He serves as the port auditor, advises the elected port commission and executive director, administers Port fiscal matters, and supervises the Port’s accounting and administrative staff.

*ii. Acquiring Additional Resources*

**Procurement of Contractors:** The Port routinely contracts engineering and consulting services and has management and procurement procedures in place to acquire these services through a competitive qualifications and/or bidding evaluation process. The Port will use a qualifications-based procurement process in conformance with 40 CFR 31.36 to contract an environmental consultant to assist with project implementation. The contractor will provide technical and project management capabilities. The Port will be prepared to initiate the contracting process immediately upon execution of the Cooperative Agreement with USEPA.

**b. Past Performance and Accomplishments**

*i. Currently Has or Previously Received an EPA Brownfields Grant*

Grant # / Year Awarded	Grant Amount
BF-01J40101-0 (2017)	EPA: \$195,000
Other Federal Grant Experience	
AIP 3-53-0010-020 (2012)	AIP: \$1,062,818 Port Match: \$118,091
AIP 3-53-0010-021 (2014)	AIP: \$1,558,659 Port Match: \$173,184
AIP 3-53-0010-022 (2015)	AIP: \$887,000 Port Match: \$98,556
AIP 3-53-0010-023 (2016)	AIP: \$368,757 Port Match: \$36,875

The Port of Skagit has received an EPA Brownfields Assessment Grant and has received substantial federal Department of Transportation Airport Improvement Program (AIP) funding over the last 5 years for a multi-phase / multi-year project to improve Runway 11-29 (formerly Runway 10/28) at Skagit Regional Airport to meet Federal Aviation Administration standards for Category D-II

aircraft. The Port has complied with all relevant requirements for these grants, and projects funded by these grants have been within budget and on schedule.

**(1) Accomplishments.** In 2017 the Port received an EPA Brownfields Assessment grant to study the Property. The Port completed all proposed outputs, including Phase I ESA, Phase II ESA, a series of community meetings, and an ABCA. Outcomes of this work include the Port successfully acquiring the Property, the Port dedicating approximately 10 acres of the Property to a new city park, and the Port proceeding to seek funding to complete cleanup of the Property. The Port has successfully entered into a lease with Sedron Technologies and worked with existing tenants to renovate and expand operations. ACRES has been updated with all outputs and outcomes.

Grant # / Year Awarded	Grant / Project Purpose and Outcomes
BF-01J40101-0 (2017)	Assessment of contamination at Property.
Other Federal Grant Experience	
AIP 3-53-0010-020 (2012)	Conduct Environmental Assessment for Improvements to Runway 11 Safety Area. Work included completion of an environmental assessment and to obtain Corps of Engineers Section 404 permit and Ecology 401 certification for fill and grading in the Runway 11 safety area, and purchase of wetland mitigation bank credits in 2015. Grant was closed July 2015.
AIP 3-53-0010-021 (2014)	Design and Construction of Improve Runway 11 Safety Area Grading. Project consists of the following major elements of work: Runway 11 Safety Area and Object Free Area Grading, storm drainage improvements, hydroseeding and removal of fencing and replacement with wildlife exclusion fencing. Construction will be performed in Summer 2016.
AIP 3-53-0010-022 (2015)	Design and Construction of Improve Runway 11 Safety Area Grading. Project consists of the following major elements of work: Runway 11 Safety Area and Object Free Area Grading, storm drainage improvements, hydroseeding and installation of wildlife exclusion fencing. Construction will be performed in Summer 2016.
AIP 3-53-0010-023 (2016)	Design and Construction of rehabilitation of Taxiway A, Apron and a Taxilane. Project included full depth pavement repairs to portions of Taxiway A, Apron, and a Taxilane as well as crack seal, and slurry seal work to extend the useful life of the pavement.

**(2) Compliance with Grant Requirements.** The Port has completed its Brownfields Assessment grant well ahead of schedule. The Port efficiently coordinated with its environmental consultants, the Washington State

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Department of Ecology and US EPA to complete the grant in approximately one year. The Port has submitted quarterly progress reports on time. All grant deliverables have been submitted to EPA for review.

Grant # / Year Awarded	Grant Compliance
BF-01J40101-0 (2017)	Completed within budget and ahead of schedule.
Other Federal Grant Experience	
AIP 3-53-0010-020 (2012)	Completed within budget and on schedule. No audit findings.
AIP 3-53-0010-021 (2014)	Completed within budget and on schedule. No audit findings.
AIP 3-53-0010-022 (2015)	Completed within budget and on schedule. No audit findings.
AIP 3-53-0010-023 (2016)	Completed within budget and on schedule. No audit findings.