

**Request for PROPOSALS:  
Qualified Environmental Professional**

**Project:**

**Nez Perce Tribe Brownfields Community-Wide  
Assessment Grant**



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Release Date:

May 18, 2022

Deadline for Submission of Intent

May 25, 2022

Deadline for Submission of Statement of Qualifications:

June 3, 2022

Contact: Audrey Martinez / [audreym@nezperce.com](mailto:audreym@nezperce.com) / (208) 621-3888

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# 1. GENERAL INFORMATION

## 1.1 Purpose for this Request

The Nez Perce Tribe (Tribe) intends to hire a contractor to serve as a Qualified Environmental Professional (QEP) and provide environmental consulting services for the NPT Brownfields Community-Wide Assessment (CWA) grant which is funded by the U.S. Environmental Protection Agency (EPA). In 2021, NPT was awarded a \$300,000 EPA Community-Wide Assessment (CWA) grant for the purpose of carrying out a range of eligible assessment and cleanup planning activities within the Clearwater River corridor. Priority sites are located within the Nez Perce Reservation, which includes: a closed fueling station, an automobile junkyard and gravel mine, three unused lumber mills, and several unoccupied buildings. The grant funding will be used to conduct Phase I and Phase II environmental site assessments (ESA) at potentially contaminated properties. This entails evaluating the likelihood of environmental contamination and/or recognized environmental conditions (Phase I) and continued testing of soils and groundwater (Phase II). The selected firm will coordinate, manage, direct and oversee environmental projects under this CWA, advise the Nez Perce Tribe on strategies for executing the CWA, and provide regulatory and reporting support for the Grant. The contract period will run for approximately three (3) years, contingent on availability of funds.

## 1.2 Project Description, Goals and Objectives

The Qualified Environmental Professional (QEP) will serve as a member of Tribe's Water Resources Division team, coordinating and overseeing environmental projects and advising NPT on regulatory matters. Other key members of the Water Resources Division team include the Director, Brownfields TRP Coordinator, and Grants & Contracts Coordinator. The QEP will assist the Tribe in determining site eligibility per EPA requirements, prepare or review applicant assessment plans and regulator directives, review public comments on assessment plans, as applicable, oversee assessment projects from Tribe's perspective and may in some cases, direct assessment projects.

The QEP will serve as a valuable expert Contractor to help the Tribe to ensure that funded eligible assessment and reuse planning activities are conducted in accordance with Tribal and federal regulations and inform the Tribe's decision-making process in regard to cleanup and redevelopment strategies. Management and reporting include preparing educational fact sheets, holding meetings with site-specific redevelopment stakeholders; maintaining the brownfield program website; and preparing presentations to Tribal Council on the status of the program and priority sites. The QEP will also assist the Tribe by producing 2 Bid Specifications for hazardous building materials abatement (Blue North Mill and Fort Lapwai), 2 Cleanup Plans (Husky Sports and Spalding Mill), and Reuse Plans for 2 sites (Blue North Mill and TU-45).

The Tribe is requesting qualifications from Qualified Environmental Professionals, including Minority-Owned, Disadvantaged and/or Women-Owned businesses, per federal guidelines, which have significant experience in successfully overseeing and implementing Brownfield assessment projects. NPT will procure Contractor services in accordance with the established procurement policies of the tribe, Federal procurement standards outlined in 2 CFS 200.317 – 2 CFR 200.327, and EPA requirements detailed in the terms and conditions of the Cooperative Agreement. The project will commence upon selection of a Contractor and issuance of a notice to proceed.

## 2. CONTRACTOR SCOPE OF WORK

### 2.1 Activities Required under this Request

The Qualified Environmental Professional (QEP) will provide as-needed advice, services, and assistance regarding the site assessments and cleanup/reuse planning efforts detailed in the CWA grant and related projects for an approximate three (3)-year period ending September 30, 2024. The QEP will assist the Tribe with the completion of site eligibility forms, with updating the EPA-Approved Quality Assurance Project Plan, and will implement Phase I or II environmental site assessments, as detailed in the workplan. The QEP must ensure that the assessment projects comply with all applicable Tribal and federal requirements. Services needed relating to this program may include:

- Evaluation of cleanup options and risk assessment analysis and costs
- Develop a preliminary budget, financing options, and implementation plan for cleanup/reuse
- Review and/or Prepare bid specification packages for cleanup contractor bidding and evaluate contractor bids and review contractor selection by sub-grantees
- Redevelopment planning and market research as related to environmental site reuse
- Assist the NPT with property profile entries, quarterly and annual EPA reporting requirements, including but not limited to, submission of reporting requirements through the Assessment, Cleanup, and Redevelopment Exchange System (ACRES)
- Assist the NPT with creation and completion of Site Access Agreements for each site selected for assessment
- Provide grant programmatic and regulatory support as required
- Prepare and maintain schedules and budgets for assessment and reuse planning activities
- Field investigations including sample collection and lab analysis
- Collaboration with property owners
- Interviews with neighboring property owners
- Perform and complete Phase I and Phase II Environmental Site Assessments, site investigation reports, risk evaluations, ABCAs, and other environmental requirements under applicable environmental regulations
- Complete Sampling and Analysis Plan (SAP), Endangered Species Act (ESA) documentation, National Historic Preservation Act (NHPA) documentation, and All Appropriate Inquiry (AAI) checklists for each site assessed
- Site eligibility review per EPA requirements
- Perform other eligible assessment activities including, but not limited to, asbestos surveys, mold surveys, lead paint surveys, and Property Condition Assessments (PCAs)
- Assist in organizing a public participation process including preparing information brochures and website content, as necessary. All final products will be subject to review and approval by the Water Resources Division team
- All work as outlined in the approved EPA Work Plan
- Advice about compliance with All Appropriate Inquiry rules
- Develop strategies for remediation and site redevelopment as part of reuse planning efforts
- Coordination of Community Outreach efforts
- Attend regular meetings with the Tribe and be available to respond to Tribal staff questions regarding the CWA process (remotely and occasionally in person)

## 2.2 Project Budget

The total Federal share of the EPA Community-Wide Assessment Grant is \$300,000.00. The Tribe and selected contractor will develop a project-specific scope of services to fulfill the project requirements of the brownfield grant.

## 3. INSTRUCTIONS FOR PARTICIPANTS:

### 3.1 General Expectations

Consultants are asked to submit concise proposals describing their experience with the EPA brownfield program as well as their ability to manage and implement these types of grant-funded projects. The response should include a clear outline of how the firm would help the Tribe to implement its Brownfields Project and highlight their experience and successes in managing EPA Brownfields grants. Please submit questions via email to Audrey Martinez listed below. All relevant information that evolves from questions will be shared via email to all bidders.

Address all communications concerning this RFP in writing by **5 PM (PDT), June 1<sup>st</sup>, 2022** to the following: Audrey Martinez, [audreym@nezperce.org](mailto:audreym@nezperce.org)

Responses should include a cover letter and be prepared to fit standard size 8 ½ x 11-inch paper, using Calibri, 11-point font, with 1" margin and no more than fifteen (15) pages, not including, Cover Letter (**REQUIRED**) and References. Standard advertising brochures should not be included in the response. The response shall include the following information in the order presented below:

### 3.2 PROPOSAL REQUIREMENTS

#### A. Submission

All proposals must be submitted electronically to **Audrey Martinez, Brownfields TRP Coordinator for the Nez Perce Tribe (audreym@nezperce.org) in .pdf format by 5:00 p.m. (PDT) on June 3, 2022.** Subject Line shall read "Brownfields Qualified Environmental Contractor."

Any responses received after the advertised receipt date and time shall be rejected. Note that the submission of any proposal indicates acceptance by the firm of the terms and conditions contained herein, unless otherwise specifically noted in the proposal itself and confirmed in resulting contracts.

#### B. Proposal Format

The proposal shall be formatted as follows:

1. Cover Letter: A letter signed by an officer of the firm, binding the firm to all of the commitments made in the proposal.
2. Company Overview: The name, address, and contact person of the company submitting the proposal. Please include telephone and fax numbers, as well as email addresses. Give the company/firm/team history, background, and general experience. List of all subcontractors required for the project.
3. Qualifications and Experience: Please provide the following in narrative form.
  - A. Provide experience with EPA Brownfields Program compliance and reporting including completion of Analysis of Brownfields Cleanup Alternatives (ABCA), Quality Assurance Project Plans, Community Relations Plans, Davis Bacon Act prevailing wage compliance, ACRES reporting, and EPA quarterly reporting.
  - B. Experience in completing Phase I and Phase II ESAs

- C. Please provide three references for which the firm is currently providing or has completed environmental brownfields consulting services, giving the name of the project, project period, and project cost. (Include the names of clients, primary contact person, and phone number).
- 4. Key Staff: Please provide the following in narrative form.
  - A. The name(s), business address, phone number, e-mail address of firms and individuals proposed to participate in all tasks identified in the scope of work.
  - B. The background, education and relevant experience of all team members proposed to participate in all tasks identified in the scope of work. The principal in charge and project manager shall be identified along with the roles of other significant project participants.
  - C. Organizational chart.
  - D. A summary of professional licensures for proposed staff members.
  - E. Project Approach: Provide a description of the technical approach to complete the tasks required of EPA brownfield grant-funded project
- 5. Project Schedule: Provide a proposed project schedule in accordance with basic requirements of this RFP. Include target dates for all project milestones.
- 6. Fee Proposal: The fee proposal shall include a complete rate schedule and pricing for staff and equipment to be utilized for this project. Proposed rates shall be valid for the duration of the contract through, September 2024.

### 3.3 SELECTION CRITERIA

The Nez Perce Tribe desires to award a contract to the respondent who demonstrates the ability to provide the highest quality service at the most reasonable cost. The Proposal evaluation will be conducted by a review team within the Water Resources Division. Preference will be given to Certified Indian Businesses (CIB). To accomplish this goal, NPT's criteria for selection will include, but not be limited to:

- 1. EPA Funded Brownfields CWA Experience – 30 points
  - a. Technical experience of principal project staff related to the project performance (10); (Priority will be given to contractors who demonstrate knowledge and experience of the integration of physical and ecological principles in the engineering design);
  - b. Educational qualifications related to the project performance (10);
  - c. Experience in similar assessment project planning and design projects (10);
- 2. Key Staff Brownfields Experience - 30 points
  - a. Previous experience the project manager has had in this type of work (10);
  - b. Company resources available to the project manager (10); (including specific expertise, computer-modeling software, data processing software, GIS compatible software and equipment, and specialized field equipment);
  - c. Project management organization and plan (10);
- 3. Adequacy of Technical Proposal – 40 points
  - a. Proposal content and applicability of the approach for addressing and completing tasks in Section C (20);
  - b. Creative, efficient, and/or novel approaches presented (10);
  - c. Adequacy of survey, modeling, and data proposals (10);
- 4. Fees will be considered as a pass/fail criterion. The Tribe will negotiate compensation terms with the QEP selected based on the above criteria.

Total - 100 Points

Based upon the evaluation of proposals submitted, the Nez Perce Tribe may select finalists who may be required to make formal presentations before a review committee regarding their qualifications, project experience, and ability to provide the required services to best serve the needs of the Tribe. The Tribe reserves the right to contract all or portions of the work to individual contractors. Upon completion of the review and ranking process, Water Resources Division staff will negotiate with the top-ranked consultant for contract scope and price. The negotiated contract will be based on fair and reasonable compensation for the services required. Additional clarifying information may be requested to aid in the decision-making process.

### 3.4 GENERAL TERMS & CONDITIONS

Issuance of this RFP does not commit the Tribe to award a contract, to pay any costs incurred in the preparation of a response to this request, or to procure a contract for services. The successful Contractor shall comply with all applicable Tribal, federal, state, and local laws and regulations as may be applicable. Funding for this project is provided through the U.S. Environmental Protection Agency Brownfields Grant Program. Applicants are advised to review all applicable federal regulations prior to submitting a proposal.

1. Respondents to this RFP will represent a firm, company, or team possessing experience and expertise in environmental risk assessment and management plans, quality assurance plans, groundwater, soil and building material sampling, remediation strategies and clean-up programs, community outreach and education programs, and the professional standards thereof, to undertake and successfully complete the scope of work as outlined in this RFP. Firms should be prepared to demonstrate a strong environmental engineering background and a very good working relationship with the Environmental Protection Agency.
2. The Tribe reserves the right to reject any or all proposals or any part thereof, waive technicalities, advertise for new proposals, and to make awards as may be deemed to be in the best interest of the Tribe.
3. Reports and materials developed by the successful applicant under a contract that may result from this RFP are considered public information and may not be copyrighted.
4. Applicants must submit complete responses to all of the information requested. Applicants who do not respond to the entire content of the RFP may be disqualified.
5. The fee proposal shall include a complete rate schedule and pricing for staff and equipment to be utilized for this project.
6. The successful applicant will assume sole responsibility for the complete project as required in this RFP. NPT will consider only one individual/firm/company as the sole point of contact with regard to contract matters, whether or not subcontractors are used for one or more parts of this project. Applicants who intend to subcontract one or more elements of this project to other firms/individuals shall identify those work elements to be subcontracted and the firm/individual subcontractor. All subcontractors shall be included in the applicant's statement of qualifications and fees. Subcontractors may not be substituted, nor any portions of the contract assigned to other parties, after contract award without the written consent of the Nez Perce Tribe.

#### A. Rejection of Proposals

The Nez Perce Tribe may reject any or all of the proposals on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of any right, claim, or cause of action by any unsuccessful participant against the Tribe.

## B. Other Proposal Conditions

The Tribe assumes no liability for the payment of costs and expenses incurred by any bidder in responding to this request for proposal. All proposals become the sole property of the Tribe. This RFP is not a contract and alone shall not be interpreted as such but rather serves as an instrument through which proposals are solicited.

## C. Revisions

The Tribe reserves the right to revise the scope and deliverables of the requested 2 services at its sole discretion prior to awarding any contract. In such a case these revisions shall be negotiated between the Tribe and the selected contractor to reconcile any changes on pricing and performance. Changes after awarding a contract shall be governed by the terms of that agreement.

## 3.5 Proposal Time Schedule

It is the intent of the Tribe to enter into a contract with the successful respondent for approximately a 3-year period. A schedule of all key milestones, activities, and accomplishments anticipated over the length of the cooperative agreement is provided below.

The schedule below is subject to change.

<b>Issue Date:</b>	<b>May 18, 2022</b>
<b>Intent to Submit SOQ:</b>	<b>May 25, 2022</b>
<b>SOQ Submittal Deadline:</b>	<b>June 3, 2022</b>
<b>Anticipated Selection Date:</b>	<b>June 10, 2022</b>

## 3.6 Notification of Selection

The Tribe anticipates the selection of a consultant at the beginning of June 2022. Should either party fail to execute a contract within sixty (60) days of notification of selection, the Tribe reserves the right to rescind the selection and select another qualified RFP respondent.

## 3.7 Number of Proposals to Submit; Deadline:

**One (1) digital (PDF) copy of the proposal must be submitted by 5:00 PM PDT on June 3, 2022**

May 9, 2022

 Recoverable Signature

**X** 

Signed by: 9b5c1a9a-ea34-4210-bee2-782af5732a40

**Audrey Martinez,**  
**Brownfields TRP Coordinator**  
**Nez Perce Tribe**



**US EPA REGION 10  
BROWNFIELDS COMMUNITY-WIDE ASSESSMENT COOPERATIVE AGREEMENT**

**WORK PLAN**

for

**FY2021 Nez Perce Tribe  
Community-Wide Assessment for the Clearwater River Corridor Target Area**

**Period of Performance (3 years):** October 1, 2021 – September 30, 2024

**Date of Final Approved Work Plan:** February 17, 2022

(Based on by Nez Perce Tribe Draft Version 2d dated 01.04.2022 (with minor revisions) fully approved. EPA Region 10 Brownfield Project Manager finalized format and submitted to EPA Region 10 Grants Office for Amendment 1 on 02.17.22.)

(Previous Workplan Version 2c dated 09.01.2021 was conditionally approved under Award, BF-02J01501-0, dated 09.27.2021.)

**Submitted by**

Ken Clark  
Nez Perce Tribe  
Water Resources Director  
114 Veterans Drive  
PO Box 365  
Lapwai, ID 83540

208-843-7368, ext. 3903

[kenc@nezperce.org](mailto:kenc@nezperce.org)

<https://nptwaterresources.org>

**EPA Cooperative Agreement Number:** BF-02J01501-1

*(No cost amendment to update recipient contacts, fully approve workplan,  
and revise terms and conditions noting full approval of workplan)*

**FY2021 Nez Perce Tribe  
Brownfields Community-Wide Assessment  
for the Clearwater River Corridor Target Area  
Cooperative Agreement Work Plan  
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## **1. INTRODUCTION**

### **1.1 Project Description, Goals, and Objectives**

The Nez Perce Tribe will use this 3-yr, \$300,000 EPA Brownfield community-wide assessment cooperative agreement, awarded in FY2021, to help accelerate redevelopment of our priority brownfields sites. Our Reservation is on land known to the Nimiipuu (or Nez Perce people) since time immemorial. Over the past 150 years, we lost ownership and control of a majority of the land within the external boundaries of our own Reservation, and during industrialization of the 1900's, our Tribe as a nation was largely sidelined. During the industrialization period, the Clearwater River served as the lifeblood of commerce in our area. As the primary hydrologic feature on the Reservation, the river basin drains 9,645 square miles of forested mountains and western margins of the Columbia Plateau between the continental divide at the Montana/Idaho border to the confluence with the Snake River at Lewiston, Idaho. In its lower reaches, the Clearwater River was the collection point for logs, which were then delivered by barge or rail to coastal markets. Multiple pulp and lumber mills were constructed on the river, and the area experienced a natural resource extraction boom up until the 1980's. From the mid-1980's until now, the timber industry in the Northern Rockies has declined, leaving brownfield sites in its wake. A steady manufacturing community connected to interstate rail and highway commerce on the western margin of our Reservation provides hope for redevelopment along the **Clearwater River Corridor Target Area**, which extends 74 river miles, along U.S. Highway 12, from the eastern Reservation boundary near Kooskia, Idaho to the western Reservation boundary near Lewiston, Idaho. The two census tracts that form the mountainous eastern edge of our Reservation are now poverty-prone Opportunity Zones (census tracts 16035940000 and 16049940000). It is largely this corridor that we plant to assess, cleanup, and revitalize starting with the use of this assessment cooperative agreement.

We have had a Brownfields Tribal Response Program (TRP) for 15 years and maintain a brownfields inventory. From the inventory we have created a list of six priority sites and organized them by tiers of need (base level: due diligence, mid-level: cleanup planning, top tier: redevelopment planning). These sites are along the Clearwater River Corridor Target Area, and half of them are former timber mills (see table below). All but two of the sites (Husky Sports and Howell Site) have already been deemed brownfields eligible in the past through site eligibility worksheets reviewed by the EPA Brownfield Project Manager overseeing the Nez Perce Tribal Response Program Cooperative Agreement. Updated eligibility worksheets will need to be completed for each site previous to any proposed new site assessment work or cleanup planning. Should additional sites be needed, we have 31 other sites in the brownfields inventory and 209 additional sites on our list of Properties of Concern.

<b>Priority Site</b>	<b>Past Land Use and Current Conditions</b>	<b>Potential Environmental Concerns</b>	<b>Proposed Redevelopment</b>
<b>Base Tier Sites (Initial Phase I and/or Phase II Environmental Site Assessment needed)</b>			
Husky Sports (Orofino)	Past: Fueling station Current: Closed fueling station	Hazardous building materials, petroleum	Casino operated by Tribal Enterprises
Howell Site (wildlife corridor)	Past: Narrow valley, raptor habitat Current: Junk cars, gravel mine	Petroleum or metals in surface soil	Reclaimed wildlife habitat
Spalding Mill (hwy. junction)	Past: Lumber mill 1940 to 1980's Current: Railcar cleaning, junk cars	Petroleum or metals in junk car/rail area	Jet Boat manufacturing and testing site
<b>Middle Tier Sites (Supplemental Sampling and Cleanup Planning is the next step)</b>			
Blue North Mill (114-acres of riverfront)	Past: Lumber mill from 1940s Current: Unused since 2017, partially deconstructed, extensive damage from fire and vandalism	Asbestos (known, extensive), potential petroleum and PCB impacts	Hemp textile and bottled water business, Pedestrian access, Solar energy production
Fort Lapwai (Dilapidated, outdated; slated for renewal)	Past: Military fort, boarding school, tuberculosis hospital Current: Blighted unoccupied buildings	Asbestos, lead-based paint (known, extensive), damaged water wells	Integrated social services and government center (complete demolition and rebuild)
<b>Top Tier Sites (Redevelopment Planning is the next step)</b>			
TU-45 (Riverfront near community center)	Past: Sawmill from 1943 to 1980, asphalt dumping, fireworks stand Current: Informal walking paths for adjacent government buildings	Creosote in western area of site near Hwy. 12, Delineated perchlorate plume	Tourist-oriented cabins and gifts, river access, walking trails

With brownfields funds, we will repurpose our largest mill properties (Spalding, Blue North Mill, TU-45), connect to the tourism economy (Husky Sports), reclaim key wildlife property (Howell Site), and serve Lapwai with a new government and social services center (Fort Lapwai redesign, led by our new Executive Director). Four of these projects involve creating new businesses and jobs, one is greenspace, and the other exemplifies our progress toward self-determination by removing dilapidated Fort Lapwai and replacing it with new government facilities.

## **1.2 Organizational Structure and Responsibilities**

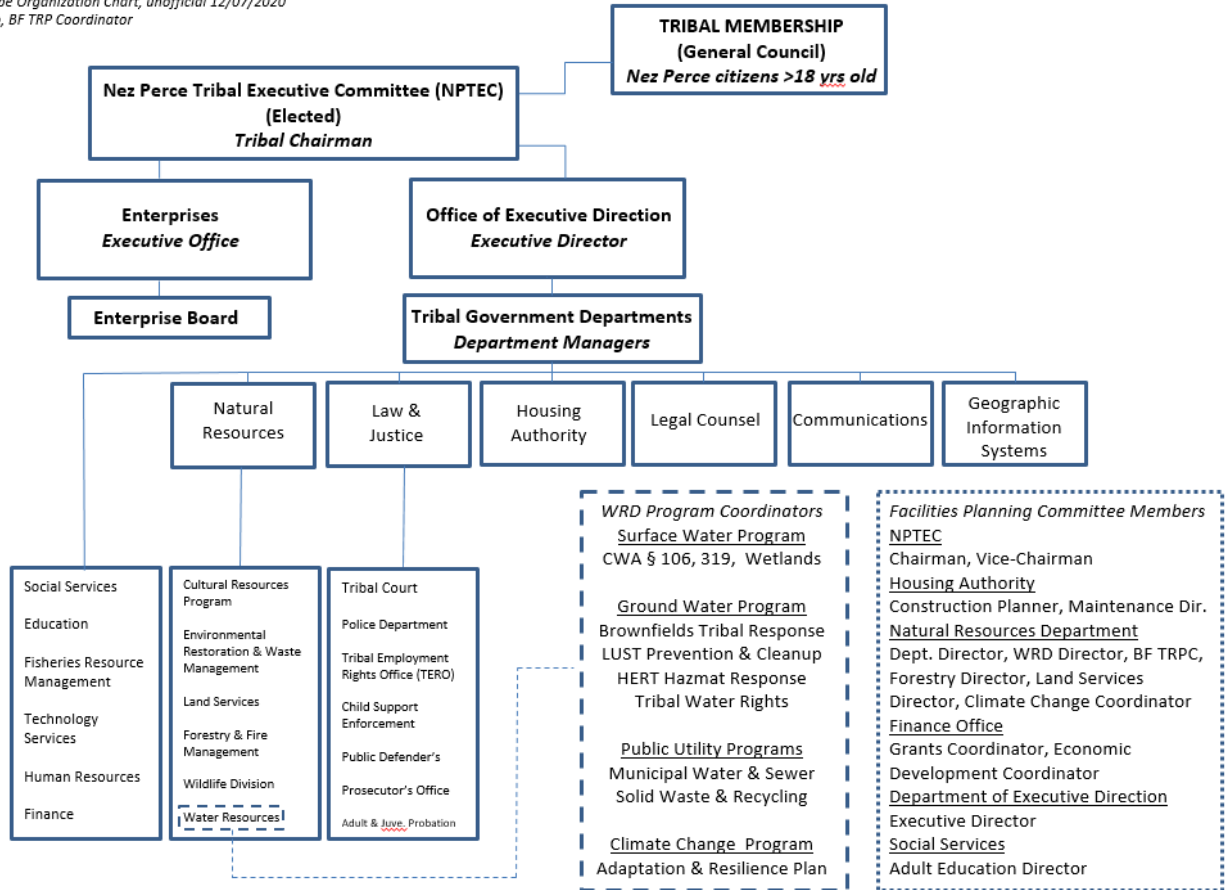
**The Nez Perce Tribe's Brownfields Response Program is housed within the Water Resources Division of the Tribe's Natural Resources Department.** The Water Resources Division Director oversees the day-to-day actions of the Division and receives oversight from the Natural Resources Department Manager. The Natural Resources Department Manager is overseen by the Executive Director of the Office of Executive Direction, who is managed by the Chairman of the Nez Perce Tribe. The Chairman heads the nine-member Nez Perce Tribe Executive Committee (NPTEC) that is the governing body over the entire organization. Members of the NPTEC serve staggered three-year terms. Each year, the General Council, consisting of all enrolled Nez Perce citizens over age 18, elects three new NPTEC members following general election results.

The Tribe's **Water Resources Division Director, Ken Clark**, oversees the Water Resources Division and the Brownfields Tribal Response Program. **Audrey Martinez, Tribal Response Program Coordinator (TRPC)**, is an Environmental Professional and manages the Brownfields Tribal Response Program and will manage the FY2021 Nez Perce Brownfields Community-wide Assessment cooperative agreement and the tasks set forth in this work plan.

The Brownfields Tribal Response Program includes an Environmental Professional (the TRPC), an Environmental Technician, and has support from the Water Resources Division's Planner, and an Administrative Assistant to assist with Brownfields Tasks. (Please note: Personnel and Fringe from the FY2021 Nez Perce Brownfields Community-wide Assessment cooperative agreement are only applicable to the TRPC/Environmental Professional and will not overlap with the portion of FTE (78%) that is charged to the Tribal Response Program cooperative agreement, RP-96046313.)

The TRPC regularly works with other Nez Perce Tribe Natural Resources Department programs and other Tribal government departments to implement the Tribe's Brownfields Tribal Response Program. The TRPC participates in intra-Tribal staff meetings as a member of the Facilities Planning Committee and invites each primary Tribal department, program, and entity to provide input on Tribal Response Program goals and objectives. The purpose of the Facilities Planning Committee, comprised of tribal departments, programs, and offices, is to obtain input on the identification, assessment, cleanup, development, and reuse of contaminated sites with the advice of the Tribe's Brownfields Response Program. The Facilities Planning Committee is not open to the public but allows for open discussion between diverse Tribal government departments and select members of the NPTEC that would not otherwise take place. The TRPC will lead at least one Brownfields meeting open to the general Tribal membership and non-tribal private landowners on the reservation per year to provide information and get feedback on the program.

Nez Perce Tribe Organization Chart, unofficial 12/07/2020  
 John Loffredo, BF TRP Coordinator



We will coordinate brownfields efforts with **Tribal Enterprises**, which is directed by **Nikoli Greene**, focusing assessment on priority sites that are the most likely to see redevelopment, such as proposed hazardous building materials testing at Husky Sports and at Blue North Mill. Tribal Enterprises involvement will be key to brownfields reuse planning for the TU-45 mill site because they will build and control new operations. Additionally, we will coordinate with the *Facilities Planning Committee* established by NPTEC Resolution in 2019. Their mission focuses on road improvements Reservation-wide and the planning and redevelopment process specific to Fort Lapwai, however the decision framework is intended to be expanded and utilized for other properties as well. Finally, Tribal Enterprises has a track record of working collaboratively with **Clearwater Economic Development Association (CEDA)** to help finance new businesses. Reuse planning of five of our six our priority sites will align with CEDA’s *2020–2025 North Central Idaho Comprehensive Economic Development Strategy*, with the goal of building resilient communities by fostering a collaborative framework to align public and private sector investments.

**Community Partners**

Building on a 15-year history of Brownfields TRP work, we will involve the community partners listed in the table below along with their roles. These partners range from non-profit economic development associations, to cities, public utilities, and private businesses.

<b>Community Partner Organizations</b>		
<b>Organization</b>	<b>Point of Contact</b>	<b>Role</b>
Clearwater Economic Development Association (CEDA)	Christine Frei – Executive Director, <a href="mailto:cfrei@clearwater-eda.org">cfrei@clearwater-eda.org</a> , 208-746-0015 x 104	Identify and secure redevelopment financing.
Nimiipuu Fund (Native Community Development Financial Institution [CDFI])	Jonelle Yearout – Executive Director, <a href="mailto:jonellew@nezperce.org">jonellew@nezperce.org</a> , 208-621-3729	Provide business counseling for entities expanding on brownfields sites.
City of Kamiah	Betty Heater – Mayor, <a href="mailto:heaterb@cityofkamiah.org">heaterb@cityofkamiah.org</a> , 208-935-2672	Provide input regarding trails, infrastructure, and desired job growth at Blue North Mill.
Avista Energy	Ken Straw – Kamiah Service Director <a href="mailto:Ken.straw@avistacorp.com">Ken.straw@avistacorp.com</a> , 208-935-2201	Identify electrical connection requirements and costs for solar development at Blue North Mill.
SJX Jet Boats, Inc. (private boat manufacturer)	Steve Stajkowski – Owner, <a href="mailto:steve@sjxjetboats.com">steve@sjxjetboats.com</a> , 208-476-9900	Expand manufacturing to the Spalding Mill site.

EPA will be substantially involved in overseeing and monitoring this cooperative agreement.

**Substantial involvement by EPA** generally includes programmatic oversight activities by the EPA Project Manager (Project Officer) including but not limited to:

- Providing Brownfield Program guidance and technical assistance.
- Monitoring to ensure compliance with cooperative agreement terms and conditions (including recipient record-keeping);
- Reviewing and tracking project phases to ensure timely progress and provide technical assistance as needed;
- Reviewing compliance with workplan commitments and proposed outputs and outcomes.
- Reviewing financial and program performance reports and other deliverables;
- Reviewing and approving Quality Assurance Project Plans and Site-Specific Sampling and Analysis Plans (also requires approval by the EPA Region 10 Quality Assurance Manager), as well as substantive terms included in professional services contracts.
- Reviewing and approving brownfield site eligibility determinations previous to site assessment work.

- Potential attendance at community outreach events.

**Contact Information** for Nez Perce Tribe, EPA, and Idaho Department of Environmental Quality (IDEQ) is provided below.

<b>Project Contacts</b>		
<b>Personnel Name &amp; Title</b>	<b>Organization</b>	<b>Contact Info</b>
Audrey Martinez <i>Tribal Response Program Coordinator (TRPC)</i>	Nez Perce Tribe	<a href="mailto:audreym@nezperce.org">audreym@nezperce.org</a> 208-621-3888
Casey McCormack <i>Environmental Technician</i>	Nez Perce Tribe Water Resources Division	<a href="mailto:caseym@nezperce.org">caseym@nezperce.org</a> 208-621-3883
Linda Nemeth <i>Planner</i>	Nez Perce Tribe Water Resources Division	<a href="mailto:lindan@nezprece.org">lindan@nezprece.org</a> 208-621-3891
Ken Clark <i>Director</i>	Nez Perce Tribe Water Resources Division	<a href="mailto:kenc@nezperce.org">kenc@nezperce.org</a> 208-843-7368 x3903
Jesse Leighton <i>Government Executive Director</i>	Nez Perce Tribe Executive Director	<a href="mailto:jessel@nezperce.org">jessel@nezperce.org</a> 208-621-3674
Nikoli Greene <i>Enterprises Executive Director</i>	Nez Perce Tribal Enterprises	208-843-7407 x3660
Terri Griffith <i>Brownfield Project Manager</i>	EPA Region 10 Brownfields Program	<a href="mailto:griffith.terri@epa.gov">griffith.terri@epa.gov</a> 206-553-8511
Steve Gill <i>Brownfields Analyst</i>	Idaho Department of Environmental Quality Brownfields Program	<a href="mailto:steve.gill@deq.idaho.gov">steve.gill@deq.idaho.gov</a> Office: 208-666-4632 Cell: 208-215-5986



### 1.3 Project Outputs and Outcomes

Outputs	Outcomes
Updates to the ACRES database quarterly	EPA will receive regular updates.
Procure a Qualified Environmental Professional (QEP)/Environmental Contractor to implement assessment work.	Successful implementation of assessment activities by a (QEP)/Environmental Contractor.
Post site summaries to the Brownfields TRP website	The tribal public and other stakeholders will have access to valuable information regarding assessment and redevelopment activities.
Discuss mid-project status with the EPA in a call at least once every two months (more often as needed based on the number of simultaneous tasks).	EPA Project Officer will receive regular updates.
Six fact sheets, six stakeholder meetings, and three presentations to Tribal Council	Tribal leadership, stakeholders, and community members kept informed about program activities and input received from those groups.
<b>Husky Sports:</b> hazardous building materials testing, subsurface soil sampling near fueling system. Cleanup plan development.	This assessment work will indicate any cleanup that needs to occur, allowing the Tribe to redevelop the site.
<b>Howell Site:</b> Phase I Environmental Sites Assessment.	This assessment work will help the Tribe determine if additional assessment or cleanup needs to occur or if the site is ready to be restored to a wildlife habitat area.
<b>Spalding Mill:</b> surface soil sampling at a residence near the eastern site entrance and borehole sampling in the fill material on the western end of the property. Development of a soil cleanup plan, if warranted.	Soil assessment and development of a cleanup plan will allow the Tribe to clean up any contaminated areas and begin redevelopment activities.
<b>Fort Lapwai:</b> the creation of bid specifications for hazardous building materials abatement.	The bid specifications document will guide the Tribe through the demolition process for the contaminated buildings, allowing hazardous materials to be safely removed from the site.
<b>TU-45:</b> Updated Reuse Plan.	The reuse plan will assist the Tribe in implementing a redevelopment strategy for the site.
<b>Blue North Mill:</b> the creation of bid specifications for hazardous building materials abatement; supplemental Phase II soil and groundwater sampling.	The bid specifications document will guide the Tribe through the demolition process for the contaminated buildings, allowing hazardous materials to be safely removed from the site, and the soil and groundwater sampling will inform cleanup efforts.

## 2. PROJECT TASK DESCRIPTIONS

Task 1. Project Management and Reporting: The Nez Perce Tribe Brownfields Tribal Response Program Coordinator (TRPC) will be responsible for procuring a Qualified Environmental Professional (QEP/Environmental Contractor) (within three months of award), preparing quarterly reports, updating ACRES, working closely with EPA to monitor and facilitate progress toward Work Plan goals, and attending one national brownfields conference. *Anticipated Schedule:* October 2021 – September 2024. *Task Lead:* Grantee/Audrey Martinez. *Outputs:* 1 QEP/Environmental Contractor contract; 12 quarterly ACRES updates, one national conference attended.

Task 2. Community Outreach and Involvement: The QEP/Environmental Contractor, with input and review from the Tribe, will be responsible for preparing educational fact sheets, holding meetings with site-specific redevelopment stakeholders (NPTEC, city governments, private and non-profit partners); maintaining the brownfield program website (<http://nptwaterresources.org/brownfields-tribal-response-program/>); and preparing presentations to Tribal Council on the status of the program and priority sites. *Anticipated Schedule:* October 2021 – September 2024. We will give one formal presentation to NPTEC per year in 2022-2024, hold stakeholder meetings prior to initial work on each priority site (3 per year for 2022 and 2023), and produce fact sheets after the completion of the first deliverable on each priority site. *Task Lead:* Grantee/Audrey Martinez. *Outputs:* 6 fact sheets; 6 stakeholder meetings; 3 presentations to Tribal Council.

Task 3. Site Inventory and Characterization: Assessments will start within four months of Work Plan approval and will be completed at least two months prior to cooperative agreement expiration. The QEP/Environmental Contractor will update the Tribe's EPA-approved (July 2020) 2020-2025 Programmatic Quality Assurance Project Plan (QAPP). The QEP/Environmental Contractor will help the Tribe with site eligibility forms. Three of our priority sites (Blue North Mill, Fort Lapwai, and TU-45) have already been deemed brownfields-eligible and have initial phases of work complete. Assessment activities are listed below by priority site, with Phase I or II needed for the base-tier sites, and supplemental Phase II (soil and groundwater) needed at Blue North Mill. In addition to the priority sites, we expect to conduct 3 additional Phase I assessments and 1 Phase II assessment for hazardous building materials at a blighted property. Each Phase II Assessment will have a Sampling & Analysis Plan (SAP) with Health & Safety Plan (HASP), fieldwork/laboratory analysis, and an Assessment Report (Report of Findings).

*Anticipated Schedule:* March 2022 – June 2024 (Phase I on Howell priority site in first year, 1 additional Phase I per year for three years; Phase IIs on Priority Sites [Husky Sports, Howell Site, Spalding Mill, and Blue North Mill] in first two years, 1 additional Phase II in final year). *Task Lead:* QEP/Environmental Contractor. *Outputs:* 1 updated QAPP, 4 AAI Phase I assessments; 5 Sampling and Analysis Plans; 5 Phase II Assessments Reports (one for hazardous building materials only).

Priority Site	EPA-funded Assessment	Cleanup/Reuse Planning
Husky Sports (Orofino)	Hazardous building materials testing, subsurface soil sampling near fueling system	Cleanup Plan (asbestos abatement and soil excavation)
Howell Site (Kamiah)	Phase I Environmental Site Assessment, incl. surveying of property boundaries, surface soil sampling	N/A (after debris/vehicles removal, property will be reused as wildlife habitat)
Spalding Mill (Spalding)	Surface soil sampling at residence near eastern site entrance, boreholes in fill material on western end	Soil Cleanup Plan
Blue North Mill (Kamiah)	Supplemental Phase II (soil and groundwater, see summary in Section 3b)	Bid Specifications for hazardous building materials abatement, Site Reuse Plan
Fort Lapwai (Lapwai)	N/A (previously assessed through Targeted Brownfields Assessments (TBA) program)	Bid Specifications for hazardous building materials abatement, Preliminary Engineering Report (PER) for water system replacement
TU-45 (Orofino)	N/A (previously assessed through TBA program and 5 years of TRP investigations)	Updated Reuse Plan

**Task 4. Cleanup Planning & Reuse Planning:** The QEP/Environmental Contractor will produce 2 Bid Specifications for hazardous building materials abatement (Blue North Mill and Fort Lapwai), 2 Cleanup Plans (Husky Sports and Spalding Mill), Reuse Plans for 2 sites (Blue North Mill and TU-45) and will produce a water system Preliminary Engineering Report (PER) (Fort Lapwai). *Anticipated Schedule:* March 2022 – June 2024 (Bid Specifications in 2022, water system PER in 2022, Cleanup Plans in 2024). *Task Lead:* QEP/Environmental Contractor. *Outputs:* 2 Bid Specifications, 2 Cleanup Plans with Analysis of Brownfields Cleanup Alternatives (ABCA), 2 Site Reuse Plans, 1 water system Preliminary Engineering Report (PER). Tribal Enterprise staff will not charge the EPA assessment cooperative agreement for salary dollars, rather contributing resources from Tribal funds generated by Enterprise-managed businesses when engaged with the TRP Coordinator in cleanup/reuse planning activities throughout the 3-year period of performance.

## **2.1 TASK 1 – PROJECT MANAGEMENT AND REPORTING**

### **2.1.1 Project Management**

The Nez Perce Tribe Brownfields Tribal Response Program Coordinator (TRPC) will manage all phases of the Project, including the hiring of a Qualified Environmental Professional (QEP/Environmental Contractor) (within three months of award), preparing quarterly reports, updating ACRES, working closely with EPA to monitor and facilitate progress toward Work Plan goals. The TRPC will be assisted by Ken Clark, Water Resources Division Director, in all phases of project implementation.

### **2.1.2 Project Reporting - Periodic**

#### **Quarterly Progress Reporting**

Due Date:

- 1<sup>st</sup> Quarter - January 30
- 2<sup>nd</sup> Quarter - April 30
- 3<sup>rd</sup> Quarter - July 30
- 4<sup>th</sup> Quarter - October 30

### **ACRES Reporting**

#### Due Date:

- Annual - November 30
- Initiation of Assessment and Cleanup Planning Activities
- Completion of Assessment and Cleanup Planning Activities
- Updates as needed – institutional controls, leveraged resources (e.g., redevelopment)

### **DBE Reporting**

- Annual – by October 30

### **Federal Financial Reporting**

- Annual – by December 30

## **2.1.3 Staff Training/Travel**

Funds (\$2,900) have been allocated to send two key staff (the Tribal Response Program Coordinator and 1 other key staff (either the Water Resources Director, Planner, Environmental Technician, or Tribe's Executive Director) to one National Brownfields Training Conference over the three year period of performance. Attending the meetings will provide attendees with valuable information for managing this cooperative agreement and allow staff to make new contacts in the Brownfield area of work. This will improve the program and the implementation of the cooperative agreement through educating staff who are new to this field.

## **2.1.4 Contractor Procurement**

We will follow the requirements for contractor procurement procedures described in the Nez Perce Tribe Finance Manual, revised February 9, 2016 and in compliance with the fair and open competition requirements outlined in [2 CFR Part 200](#) and [2 CFR Part 1500](#).

EPA provides guidance on complying with the competition requirements in the [Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#). Additionally, applicants that plan to issue subawards must comply with Appendix A of the [EPA Subaward Policy](#). This policy provides, among other things, that transactions between recipients and for-profit firms and individual consultants are procurement contracts rather than subawards when the transaction involves the acquisition of services from the firm or individual.

## **2.1.5 Final Performance Report**

The final performance report will be submitted to EPA Brownfields Project Manager within 90 calendar days after the expiration or termination of the award. The report will generally contain the same information as the Quarterly Progress Reports but will cover the entire project period and may include before and after photos of the assessment of the site and fulfill all requirements outlined in the cooperative agreement terms and conditions. In addition, the Final Performance Report will specifically address lessons learned by the Nez Perce Tribe or its contractor(s) in implementing the brownfields assessment(s) successes achieved and a summary fact sheet of the project.

## **2.2 TASK 2 – COMMUNITY OUTREACH AND INVOLVEMENT**

As a sovereign American Indian Nation, we have many groups (listed under Section 1.2 with their points of contact and project roles) that routinely collaborate to provide input and assist with brownfields redevelopment. Our Brownfields Tribal Response Program (TRP) has obtained their input on brownfield issues. For example, acquiring and reclaiming land is the focus of the *Land Acquisition Committee*, which uses Tribal Enterprise income for land purchases following the *Land Acquisition Plan*. The Brownfields TRP Coordinator is routinely notified by Geographic Information Systems (GIS) Analysts and land managers from Tribal Land Services when there is a concern for potential contaminants on strategic land purchases, which allows our brownfields program to follow-up.

We will coordinate brownfields efforts with the Tribe’s Executive Director, Jesse Leighton, and with Tribal Enterprises, which is directed by Nikoli Greene, focusing assessment on priority sites that are the most likely to see redevelopment, such as proposed hazardous building materials testing at Husky Sports and at Blue North Mill. Tribal Enterprises involvement will be key to brownfields reuse planning for the TU-45 mill site because they will build and control new operations. Additionally, we will coordinate with the *Facilities Planning Committee* established by NPTEC Resolution in 2019. Their mission focuses on road improvements Reservation-wide and the planning and redevelopment process specific to Fort Lapwai, however the decision framework is intended to be expanded and utilized for other properties as well. Finally, Tribal Enterprises has a track record of working collaboratively with Clearwater Economic Development Association (CEDA) to help finance new businesses. Reuse planning of five of our six our priority sites will align with CEDA’s *2020–2025 North Central Idaho Comprehensive Economic Development Strategy*, with the goal of building resilient communities by fostering a collaborative framework to align public and private sector investments.

**Incorporating Community Input:** Our community has the following advantages that help us obtain and respond to community input: 1) we have an accessible small population that lives primarily along one travel route (U.S. Highway 12 and the Clearwater River), 2) through our Brownfields TRP, we have relationships with the partner organizations listed above that interface with stakeholders across the Reservation, and 3) elected leadership (NPTEC) and the Executive Director, and for-profit leaders (Tribal Enterprises) are committed to brownfields redevelopment. Our techniques for obtaining input include presentations and surveys administered at Spring and Fall General Council Meetings with the tribal

public, as-needed stakeholder meetings to review draft plans (SAPs, Cleanup Plans, and/or Reuse Plans), and publishing outreach materials through our Tribal Communications Program, quarterly.

The Communications Program is responsible for the Nimiipuu Tribal Tribune monthly newspaper, and controlling content/quality of websites, official social media updates, large email announcements, and KIYE Radio broadcasts in Lapwai and Kamiah. The Water Resources Division maintains its own website with a Brownfields page and Public Record that is regularly updated by the TRP Coordinator (TRPC). Public comments and concerns are considered and addressed by the TRPC at the public meetings where they are brought up and incorporated where appropriate. In our small community, executives including Chairman Samuel N. Penney, ED Jesse Leighton, and Enterprises Director Nikoli Greene are actively engaged in planning the cleanup and redevelopment of our priority sites, routinely interface with our Brownfields Tribal Response Program Coordinator (TRPC), Audrey Martinez, and are personally involved in monitoring the progress of environmental testing and planning, to ensure coordination with redevelopment timeframes.

The community (both Tribal members and other community members) will be given timely information regarding the project and invited to participate in a variety of ways:

- One formal presentation will be given to the Nez Perce Tribe Executive Committee (NPTEC) each calendar year. These meetings are recorded and broadcast to the Tribal community.
- Stakeholder meetings will be held before initial work on each priority site (3 per year for 2022 and 2023).
- Fact sheets will be produced and disseminated after the completion of the first deliverable at each priority site.
- A dedicated page on the Water Resources Division website will act as a clearinghouse for information and submittal of comments. The page will be populated and maintained in-house by the Brownfields Tribal Response Program Coordinator.
- Project exhibits may be displayed at community gatherings (e.g., Fall and Spring General Council meetings).

## **2.3 TASK 3 – SITE INVENTORY AND CHARACTERIZATION**

### **2.3.1 Site Inventory**

The TRP has created a short list of six priority sites, organized by tiers of need (base level: due diligence, mid-level: cleanup planning, top tier: redevelopment planning). These sites are along the Clearwater River Corridor Target Area and are listed in Section 1.1 above. Should additional sites be needed, we have 31 other sites on the brownfields inventory, and 209 other sites on our list of Properties of Concern. For this Assessment cooperative agreement, the Tribe will confirm location and reuse potential for the six priority sites and 31 additional sites and enter them into a database with Google

Earth interface. This interface will be used by internal stakeholders to view and discuss prioritization of sites.

**Priority Sites & Site Eligibility** - Candidate sites for assessment were identified in the proposal and in Section 1.1 above. All but two sites (Husky Sports and Howell Site) have already been deemed brownfields eligible in the past through site eligibility worksheets reviewed by the EPA Brownfield Project Manager overseeing the Nez Perce Tribal Response Program Cooperative Agreement. Updated eligibility worksheets will be completed for each site previous to any new proposed site assessment work or cleanup planning. The QEP/Environmental Contractor will help the Tribe with site eligibility forms for additional sites.

### **2.3.2 Site Characterization – Phase 1 Environmental Site Assessment**

Assessments will start within four months of Work Plan approval and will be completed at least two months prior to cooperative agreement expiration. The QEP/Environmental Contractor will update the Tribe's EPA-approved Quality Assurance Project Plan (QAPP). The QEP/Environmental Contractor will help the Tribe with site eligibility forms. Three of our priority sites (Blue North Mill, Fort Lapwai, and TU-45) have already been deemed brownfields- eligible and have initial phases of work complete. Husky Sports will require a Phase I Environmental Site Assessment and extensive surveying of property boundaries (highway right-of-way, tribal trust property, leased property). In addition to the priority sites, we expect to conduct 3 additional Phase I assessments at a blighted property.

*Anticipated Schedule:* March 2022 – June 2024 (Phase I on Howell priority site in first year, 1 additional Phase I per year for three years). *Task Lead:* QEP/Environmental Contractor. *Outputs:* 4 AAI Phase I assessments.

We will ensure that all four proposed Phase I site assessments carried out under this agreement will be performed in accordance with EPA's standard for all appropriate inquiries utilizing the practices in ASTM standard E1527-13 "Standard Practices for Environmental Site Assessment: Phase I Environmental Site Assessment Process," or EPA's All Appropriate Inquiries Final Rule "All Appropriate Inquiries Rule: Reporting Requirements Checklist for Assessment Grant Recipients", (Publication Number: EPA 560-R-11-030). All Appropriate Inquiries (AAI) final reports produced with funding from this agreement must comply with 40 CFR Part 312. All AAI reports submitted to the EPA Brownfield Project Manager as deliverables under this agreement must be accompanied by a completed Reporting Requirements Checklist that is attached in the Work Plan addendum and is available on the EPA website here:

<https://www.epa.gov/brownfields/brownfields-all-appropriate-inquiries-rule-reporting-requirements-checklist-assessment>

<https://www.epa.gov/sites/production/files/2014-08/documents/aaireportingfactsheetandchecklist-062111-final.pdf>.

### **2.3.3 Site Characterization – Phase 2 Environmental Site Assessment**



Five Phase II Environmental Sites Assessments (Assessments) are proposed.

Phase II work at **Blue North Mill** includes one large soil and groundwater assessment including background research and SAP, fieldwork, and data analysis and reporting. Itemized fieldwork estimate developed in October 2020 by a contractor to our 128(a) program includes surface soil samples in the vicinity of site buildings and chemical storage areas including the Transformer Storage Building, AST containment area, and drainage system for the former Wash Rack; five groundwater monitoring wells including two near the sewage lagoon, two near the former Wash Rack, and one near the Transformer Storage Building; and slug testing of two wells to develop a dilution factor for use in creating site-specific cleanup levels.

Currently assessment work at Blue North Mill is being conducted at the log yard under an EPA-approved SAP (August 14, 2021). This work consists of two parts: 1) nine composite surface soil samples across the log yard and boiler ash stockpile footprint that will be analyzed for petroleum hydrocarbons, volatile organic compounds, polycyclic aromatic hydrocarbons, polychlorinated biphenyls, and metals; and 2) subsurface testing in the log yard including drilling four boreholes and installing, developing and sampling groundwater monitoring wells in the four boreholes, as well as slug testing two of the newly-installed wells to estimate saturated hydraulic conductivity of the shallow aquifer to support calculation of Site-Specific Cleanup Levels (SSCLs) for the leaching pathway.

Three other Phase II assessments on priority sites (**Husky Sports, Howell Site, and Spalding Mill**) and one additional Phase II for hazardous building materials are also proposed. Husky Sports, which needs both hazardous building materials and subsurface testing, is expected to cost more than average; and the Howell Site would cost less than average, with only surface soil sampling expected. The programmatic QAPP will also need to be updated. Each Phase II assessment will have a Sampling & Analysis Plan (SAP) and results in an assessment report.

*Anticipated Schedule:* March 2022 – June 2024 (Phase IIs on Priority Sites [Husky Sports, Howell Site, Spalding Mill, and Blue North Mill] in first two years, 1 additional Phase II in final year). *Task Lead:* QEP/Environmental Contractor. *Outputs:* 1 - updated QAPP; 5 - Sampling and Analysis Plans; 5 - Phase II assessments (one for hazardous building materials only), and 5 - Phase II Reports of Findings.

#### **2.3.4 Endangered Species Act (ESA) and National Historic Preservation Act (NHPA) Compliance Requirements**

All project involving fieldwork will be managed through the Natural Resources Department of the Nez Perce Tribe.

- Objective: Identify and mitigate potential impacts to Endangered Species. Identify and avoid impacts to cultural and historic resources. The Natural Resources Department will identify ESA species of concern, if any, in the proposed disturbance area, and the Cultural Resources Program's Archaeology/Tribal Historic Preservation Office (THPO) will identify cultural sites of concern, if any.
- Lead: Nez Perce Tribe with QEP/Environmental Contractor input.



- Milestones and deliverables: Inadvertent Discovery Plan for each site. Area of Potential Effects (APE) established for each site. Summaries to EPA of findings and plan for mitigation to meet ESA and NHPA requirements for each site.
- Submittal/Completion Dates: Prior to fieldwork.

### **2.3.5 Quality Assurance Project Plan (QAPP), Programmatic Building Materials Sampling Guide, and Health & Safety Plan**

The QEP/Environmental Contractor will update the Tribe's EPA-approved Quality Assurance Project Plan (QAPP) and Programmatic Hazardous Building Materials Sampling Guide. Each Phase II assessment will have a Sampling & Analysis Plan (SAP) with Health & Safety Plan (HASP).

- Objective: Ensure EPA Quality Assurance requirements are met and that each site investigation involves appropriate Data Quality Objectives, procedures, Quality Control testing, and Data Validation. Communicate the proposed sampling approach to ensure the Nez Perce Tribe agrees and sees value in the testing, EPA concurs, and field staff follow proper and safe procedures.
- Lead: QEP/Environmental Contractor with Nez Perce Tribe oversight.
- Milestones and deliverables: 1 updated QAPP, 1 updated Programmatic Hazardous building materials Sampling Guide, 5 SAPs with HASP.
- Submittal/Completion Dates: QAPP and BMS Guide end of first quarter 2022. SAPs with HASPs as-needed.

### **2.3.6 Integrating Sustainability**

Sustainability can be defined as the continued protection of human health and the environment while fostering economic prosperity and societal wellbeing. For the Tribe, the very nature of conducting site assessment, cleanup and reuse is about sustainability. We have and will continue to integrate sustainability in the assessment and planning activities associated with this work plan as much as possible. Some of the ways the Tribe is integrating sustainability include:

- The Nez Perce Tribe will provide online meeting options to reduce travel mileage.
- When scheduling site assessments, the Tribe will seek to complete testing in one mobilization and, where possible, to assess nearby sites on the same field campaign. Means to ensure testing is completed in one mobilization include using dynamic work strategies with defined Data Quality Objectives, where additional testing locations can be added to delineate the extent of contamination without the need for a new Sampling & Analysis Plan and additional driving miles.
- Groundwater sampling will typically be performed using Low Flow techniques, which minimize waste volume from well purge.
- All deliverables will be provided as electronic downloadable copy, rather than paper copy. This reduces use of paper and is faster and preserves original high-resolution graphics.

As part of the overall project at Blue North Mill site, we have implemented sustainable materials management practices in terms of reuse. We have been working with Heritage Timber from Missoula, MT, to assess Building 6A/B for salvage potential, and have determined that the timbers in Building 6A/B are virgin roughhewn larch, fir, and pine and the big beams are larch and fir and the roof slats are

pine, with a salvage value of roughly \$25,000. We are pursuing this salvage option rather than demolition for these buildings.

## **2.4 TASK 4 - CLEANUP PLANNING AND REUSE PLANNING**

*Objective:* The overall objective of Cleanup Planning for this cooperative agreement will be to determine technical details, costs, and logistical issues involved in progressing Nez Perce Tribe priority brownfields sites toward cleanup and reuse. Toward this end, the QEP/Environmental Contractor will produce two Bid Specifications for hazardous building materials abatement (Blue North Mill and Fort Lapwai); two Analysis of Brownfields Cleanup Alternatives (ABCA) and Cleanup Plans (Husky Sports and Spalding Mill); Reuse Plans for two sites (Blue North Mill and TU-45) each including stakeholder input and conceptual renderings; and will also produce a water system Preliminary Engineering Report (PER) (Fort Lapwai).

For reference, **EPA Brownfield Program Information on Eligible Planning Activities** - <https://www.epa.gov/brownfields/information-eligible-planning-activities>

*Task Lead:* QEP/Environmental Contractor with oversight of TRPC.

*Outputs/Deliverables:* 2 Bid Specifications, 2 Cleanup Plans with Analysis of Brownfields Cleanup Alternatives (ABCA), 2 Site Reuse Plans, 1 water system Preliminary Engineering Report (PER).

*Anticipated Schedule:* March 2022 – June 2024 (Bid Specifications in 2022, water system PER in 2022, Cleanup Plans in 2024).

Tribal Enterprise staff will not charge the EPA assessment cooperative agreement for salary dollars when engaged with TRPC in cleanup/reuse planning activities throughout the 3-year period of performance.

Snake River Basin Adjudication (SRBA) funds will be leveraged to conduct reuse planning for habitat restoration of riparian areas adjacent to the Clearwater River and its tributaries at the Priority Sites listed above.

### 3. SCHEDULE AND DELIVERABLES

DUE DATE	ITEM	Send to:			
		EPA Project Manager (PM)	STATE	EPA GRANTS	EPA FINANCE
Months 1-2	Hire Qualified Environmental Professional (Prepare Request for Proposals/Qualifications, evaluate applications, conduct interviews, hire qualified QEP/Environmental Contractor	X			
Month 3	Training: Attend National Brownfields Conference				
Month 3	Fact sheet - project starting	X			
Month 3	Public Meeting – Kick off	X			
Month 3-5	Site Inventory graphic interface, Internal stakeholder meetings	X			
Ongoing - At least 30 days before assessment is scheduled to begin	Site eligibility requested & confirmed (for petroleum include State)	X			
Before fieldwork begins	<ul style="list-style-type: none"> <li>• Quality Assurance Project Plan (QAPP)/Sampling &amp; Analysis Plan (SAP)</li> <li>• Health and Safety Plan</li> </ul>	X			
Before field work begins	Endangered Species Act (ESA) & National Historic Preservation Act (NHPA) Letters	X			
Ongoing	Site Assessments Begin				
Ongoing	Phase I and II Reports submitted AAI Checklists required w/ Phase I	X			

DUE DATE	ITEM	Send to:			
		EPA Project Manager (PM)	STATE	EPA GRANTS	EPA FINANCE
Ongoing	Property Profile Forms entered in ACRES or submitted to PM, to be updated with each additional phase of work	X			
Each Federal Fiscal Quarter - Oct-Dec; Jan-Mar; Apr-Jun; Jul-Sept	Quarterly Progress Reports (QPRs) Due January 30, April 30, July 30, October 30	X			
Annually	DBE Report (MBE/WBE) (DBE = Disadvantaged Business Enterprises) Reports must be submitted <b>annually</b> by October 30 of each year. For forms & more information, visit: <a href="https://www.epa.gov/resources-small-businesses">https://www.epa.gov/resources-small-businesses</a>	X (copy)		X	
As Needed	Requests for Reimbursement – see Administrative Terms & Conditions				X
Month 36	Fact Sheet - Assessment results	X			
Annually & at End of Agreement (90 days after end of reporting period)	Final Federal Financial Report (FFR) (SF425) & Final Drawdown For forms & more information, visit: <a href="https://www.epa.gov/grants/epa-grantee-forms">https://www.epa.gov/grants/epa-grantee-forms</a>	X (copy)		X (copy)	X
Months 36 – 39	Closeout: Final Performance Report with Summary Fact Sheet, Photos, and Lessons Learned	X			

DUE DATE	ITEM	Send to:			
		EPA Project Manager (PM)	STATE	EPA GRANTS	EPA FINANCE
Annually	Community Outreach: Brownfields Website updates Presentation to Nez Perce Tribe Executive Committee	X			
Ongoing	Community Outreach: 6 Fact Sheets (one for each Priority Site, produced after the first deliverable such as Phase I or II report)	X			
Month 10	Initial Phase I site assessment: Husky Sports – Orofino, ID (will include surveying of parcel boundaries)	X			
Months 11-30	Three additional Phase I site assessments	X			
Months 5-8	Initial Phase II site assessments with Reports of Findings: Blue North Mill soil and groundwater in mill buildings area	X			
Ongoing Months 6-32	Three additional Phase II site assessments: Husky Sports, Howell Site, Spalding Mill Hazardous building materials (asbestos, etc.) at location To Be Determined	X			
Months 6-18	Cleanup Planning: Bid Specifications for Abatement of Asbestos (Blue North Mill and Fort Lapwai)	X			

DUE DATE	ITEM	Send to:			
		EPA Project Manager (PM)	STATE	EPA GRANTS	EPA FINANCE
By Month 24	Reuse Planning (Blue North Mill and TU-45 former mill)	X			
By Month 24	Water System PER (Fort Lapwai)	X			

#### 4. BUDGET

##### 4.1 Budget Table

NEZ PERCE TRIBE COMMUNITY-WIDE ASSESSMENT PROJECT BUDGET					
Budget Categories	Task 1: Project Management & Reporting	Task 2: Community Outreach & Involvement	Task 3: Site Inventory & Characterization (Phase 1 & 2 Assessment)	Task 4: Cleanup Planning & Reuse Planning	Total
Personnel	\$2,500	\$2,600	\$0	\$0	\$5,100
Fringe Benefits <sup>1</sup>	\$520	\$542	\$0	\$0	\$1,062
Travel <sup>2</sup>	\$2,901	\$0	\$0	\$0	\$2,901
Contractual	\$0	\$8,322	\$215,800	\$63,500	\$287,622
Other <sup>3</sup>	\$600	\$0	\$0	\$0	\$600
<b>Total Direct Charges</b>	<b>\$6,521</b>	<b>\$11,464</b>	<b>\$215,800</b>	<b>\$63,500</b>	<b>297,285</b>
Indirect <sup>4</sup>	\$1,832	\$883	\$0	\$0	\$2,715
<b>TOTAL</b>	<b>\$8,353</b>	<b>\$12,347</b>	<b>\$215,800</b>	<b>\$63,500</b>	<b>\$300,000</b>

<sup>1</sup>Overall **Fringe** rate is 20.8%. Please note: there may be minor rounding issues of \$1 under Fringe.

<sup>2</sup>**Travel** funds are for the National Brownfields Conference. Both travel and registration fees were included in original budget for travel, but registration fees are separated out in this workplan budget.

<sup>3</sup>**Other** funds are for registration fees for the National Brownfields Conference.

<sup>4</sup>**Indirect Cost Rate** is 28.1% of non-contractual budget categories for a total of \$2,715 in indirect costs. Per the FY2021 Brownfield Assessment Terms & Conditions, applicants may use up to 5% of the total amount of EPA funds to cover “Administrative Costs,” which may include both direct and indirect costs. For this cooperative agreement, funded at \$300,000, the maximum amount eligible for administrative/indirect costs is \$15,000 – in order to maximize the amount available for contractual

assessment work, the Tribe has chosen to charge their approved negotiated indirect cost rate of 28.1% of non-contractual budget categories rather than 5% of awarded funds.

EPA Region 10 Brownfield Program Budget Notes:

- ✓ Travel to brownfields-related training conferences is an acceptable use of these grant funds.
- ✓ 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.
- ✓ Administrative costs (direct and/or indirect) for the Assessment Grant applicant itself cannot exceed 5% of the total EPA-requested funds. \*For more information on eligible administrative costs, please see [FY2021 Frequently Asked Questions](#) for EPA Brownfields Multipurpose, Assessment, RLF, and Cleanup (MARC) Grants, Section N. Administrative Costs - [https://www.epa.gov/sites/production/files/2020-09/documents/fy21\\_faqs\\_9-22-20.pdf](https://www.epa.gov/sites/production/files/2020-09/documents/fy21_faqs_9-22-20.pdf)

## 4.2 Budget Narrative

### 4.2.1 Budget Narrative by Task

The total EPA funded budget for this Project is \$300,000.

Project activities performed in whole or part with EPA cooperative agreement funds will comply with all applicable state laws and cross-cutting federal requirements.

#### **Task 1 – Project Management and Reporting - \$8,353 Total**

This task will be led by the Tribe's Tribal Response Program Coordinator (TRPC), supported by the Tribe's environmental contractor. Project management and reporting will be ongoing throughout the 3 year project period of performance.

- **\$3,020 (\$2,500 Personnel + \$520 Fringe for TRPC): Project coordination.** 104.86 hours at \$23.84/hour plus 20.8% fringe for procurement of QEP/Environmental Contractor and project coordination to perform those activities necessary to manage the project in accordance with the work plan and meet all required statutes, circulars, and terms and conditions, including establishment and maintenance of necessary Cooperative Agreement records and files.
- **\$2,901 Travel/Training:** TRPC and 1 other key staff (either the Water Resources Director, Planner, Environmental Technician, or Tribe's Executive Director) to attend one National Brownfields Training Conference over the course of the 3 year period of performance. Travel/Training costs were calculated as follows:

National Brownfield Conference Estimate (based on 2021 National Brownfields Training Conference - Oklahoma City, OK)

- Airfare \$740/event x 2 persons = \$1,480
- Airport parking \$10/day x 4 days/event x 1 vehicle = \$40
- Hotel \$104/night x 4 nights/event x 2 persons = \$832
- Per diem, full day \$61.00/day x 3 days/event x 2 persons = \$366
- Per diem, travel day \$45.75/day x 2 days/event x 2 persons = \$183

Travel Total = \$2,901

- **\$0 Contractual:**
- **\$600 Other:**  
**Registration Fees - National Brownfields Conferences, TRPC and 1 other key staff (either the Water Resources Director, Planner, Environmental Technician, or Tribe's Executive Director) .**
  - National Brownfields Training Conference Registration, \$300/event x 2 persons = \$600
- **\$1,832 Indirect:** Indirect rate is 28.1%. Indirect is charged on Non-contractual costs.

### **Task 2 – Community Outreach and Involvement: \$12,347 Total**

- **\$3,142 (\$2,600 Personnel & \$542 Fringe for TRPC):** (109.05 hrs at \$23.84/hr + 20.8% fringe).
- **\$8,322 Contractual:** Environmental contractor outreach
  - \$445 per each site-specific fact sheet x 6 priority sites = \$2,670;
  - \$545 per stakeholder meeting at one per priority site x 6 sites = \$3,270;
  - \$794 per annual presentation to Nez Perce Tribe Executive Committee (NPTEC) x 3 annual presentations = \$2,382
- **\$883 Indirect:** Indirect rate is 28.1%. Indirect is charged on Non-contractual costs.

### **Task 3 – Site Inventory and Characterization (Phase I and II Environmental Site Assessments): \$215,800 Total**

- **\$16,000 Contractual: 4 Phase I Environmental Site Assessments.** We anticipate Husky Sports Phase I and extensive surveying of property boundaries (highway right-of-way, tribal trust property, leased property) as part of records review for \$5,500 each (= \$5,500), plus 3 additional Phase Is for \$3,500 each (= \$10,500).
- **\$197,300 Contractual: 5 Phase II Environmental Site Assessments** (5 Phase IIs. See breakdown below.)
  - 1 Phase II for Blue North Mill (\$71,300):  
\$8,500 for SAP; \$54,000 for field work implementation; and \$8,800 for data analysis and assessment report.



The Blue North Mill field work estimate (\$54,000) includes:

- 15 composite surface soil samples in former areas of mill buildings (\$10,280);
- 16 boreholes in the vicinity of former mill buildings including the Transformer Storage Building, AST containment area, and drainage system for the former Wash Rack (\$19,251);
- 5 ground water screening wells including 2 near the sewage lagoon, 2 near the former Wash Rack, and 1 near the Transformer Storage Building; and slug testing of two wells to develop a dilution factor for use in creating site-specific cleanup levels (\$24,469).
- 3 other Phase IIs (\$96,500) on 3 priority sites (Husky Sports, Howell Site, and Spaulding Mill) including SAP, HASP, field work implementation, data analysis, and assessment report, at an average of ~\$32,167, cost estimate as follows:
  - SAP at \$5,500 each x 3 sites = \$16,500
  - field work implementation at \$21,667 each x 3 = \$65,000
  - Assessment report at \$5,000 each x 3 = \$15,000
- 1 additional Phase II for hazardous building materials only (\$29,500) for SAP, HASP, field work implementation, and assessment report.

- **\$2,500 Contractual: QAPP Update.** QEP/Environmental Contractor, 25 hours at \$100/hour.

**Task 4 – Cleanup Planning and Reuse Planning: \$63,500 Total.** 2 bid specifications for large-scale hazardous building materials abatement and Cleanup Plans, 2 additional Cleanup Plans, 2 Reuse Plans, and 1 water system Preliminary Engineering Report (PER) will be conducted.

- **\$16,000 Contractual:** Blue North Mill and Fort Lapwai - 2 bid specifications for large-scale hazardous building materials abatement and cleanup planning at \$8,000 each. (QEP/Environmental Contractor 160 hours at average rate of \$100/hr)
- **\$10,500 Contractual:** 2 Cleanup Plans (Husky Sports and Spaulding Mill) at \$5,250 each. (QEP/Environmental Contractor 105 hrs at average rate of \$100/hr)
- **\$25,000 Contractual:** 2 Reuse Plans (Blue North Mill, TU-45) at an average of \$12,500 each including stakeholder input and conceptual renderings. (QEP/Environmental Contractor 250 hrs at average rate of \$100/hr)
- **\$12,000 Contractual:** One water system Preliminary Engineering Report (PER) (Fort Lapwai) at \$12,000 each. (QEP/Environmental Contractor 120 hours at \$100/hr).

#### 4.2.2 Budget Narrative by Budget Category

##### I. Personnel

Position/Title	Number of Hours x Hourly Rate	Total Budget

Tribal Response Program Coordinator (TRPC) Annual Salary = \$49,857 (2080 work hrs/year x \$23.84/hr)	213.91 Hrs x \$23.84/Hr	\$5,100
<b>Personnel breakout by Task</b>		
<b>Task Description</b>	<b>Number of Hours x Hourly Rate</b>	<b>Subtotals</b>
Task 1 - Project Management & Reporting	104.86 Hrs x \$23.84/Hr	\$2,500
Task 2- Community Outreach & Involvement	109.05 Hrs x \$23.84/Hr	\$2,600
Task 3 – Site Inventory & Characterization	0	\$0
Task 4 – Cleanup Planning & Reuse Planning	0	\$0
<b>Total Personnel</b>		<b>\$5,100</b>

**II. Fringe Benefits**

<b>Position/Title</b>	<b>Salary Allocated x Fringe Rate</b>	<b>Total Budget</b>
Tribal Response Program Coordinator (TRPC) 20.8% of Basic Salary: Includes retirement, health benefits, annual and sick leave, and life insurance	\$5,100 x 20.8% fringe rate	\$1,062
<b>Fringe breakout by Task</b>		
<b>Task Description</b>	<b>Salary Allocated x Fringe Rate</b>	<b>Subtotals</b>
Task 1 – Project Management & Reporting	\$2,500 x 20.8%	\$520
Task 2 – Community Outreach & Involvement	\$2,600 x 20.8%	\$542
Task 3 – Site Inventory & Characterization	0	\$0
Task 4 – Cleanup Planning & Reuse Planning	0	\$0
<b>Total Fringe</b>		<b>\$1,062</b>

**III. Travel**

<b>Task Description</b>	<b>Subtotals</b>
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Task 1 – Project Management & Reporting	\$2,901
Task 2 – Community Outreach & Involvement	\$0
Task 3 – Site Inventory & Characterization	\$0
Task 4 – Cleanup Planning & Reuse Planning	\$0
<b>Total Travel</b>	<b>\$2,901</b>

**IV. Contractual**

Task Description	Subtotals
Task 1 – Project Management & Reporting	\$0
Task 2 – Community Outreach & Involvement	\$8,322
Task 3 – Site Inventory & Characterization	\$215,800
Task 4 – Cleanup Planning & Reuse Planning	\$63,500
<b>Total Contractual</b>	<b>\$287,622</b>

**V. Other: Registration Fees**

<b>Brownfield Conference Registration Fees</b>	
To support attendance at 1 conference (National) for 2 staff each conference	
Task Description	Subtotals
Task 1 – Project Management & Reporting	\$600
Task 2 – Community Outreach & Involvement	\$0
Task 3 – Site Inventory & Characterization	\$0
Task 4 – Cleanup Planning & Reuse Planning	\$0
<b>Total Other</b>	<b>\$600</b>

**Total Cooperative Agreement Budget** **\$300,000**



## **Addendum Assessment Work Plan**

### **All Appropriate Inquiry (AAI) Reporting Fact Sheet & Checklist**

– Word & Adobe Acrobat Versions:



AAI Reporting fact  
sheet and checklist\_



aa-reporting-fact-s  
heet-and-checklist-C