AUSTIN PORT AUTHORITY

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AGENDA

PORT AUTHORITY
TUESDAY, AUGUST 5, 2025
CITY HALL COUNCIL CHAMBERS
10:00 AM

1. Roll Call
   a. President Jason Baskin will appear remotely via Zoom at the following link: https://us02web.zoom.us/j/81425132978?pwd=KeE91QftnyfDic9arfDcpInyhOfAfk.1

2. Approval of Minutes of the July 15, 2025 Meeting

3. Brownfield Cleanup Grant (Craig Clark)

4. Executive Director Report (Craig Clark)

5. Any Other Business

6. Closed Session – A portion of the meeting will be closed pursuant to Minn. Stat. 13D.05 Subd. 3 (3) to develop or consider offers or counter offers for the purchase or sale of real property identified as 34.009.0080.

7. Adjourn

M I N U T E S
PORT AUTHORITY REGULAR MEETING
WEDNESDAY, JULY 15, 2025
4:00 P.M.
CITY COUNCIL CHAMBERS

Members Present: **Commissioners Jason Baskin (4:30), Geoff Smith (left at 5:04 p.m.), Kris Heichel, Jeff Austin, and Tim Ruzek.**

Members Absent: **Commissioners Michaell Bednar and Lee Bjorndal.**

Staff Present: **Port Authority Executive Director Craig Clark, Port Authority Attorney Craig Byram, and Port Authority Secretary Tom Dankert.**

Others Present: **Tim Penny of the Southern Minnesota Initiative Fund (SMIF) and John Garry of the Development Corporation of Austin.**

Vice-President Austin called the meeting to order at 4:00 p.m.

Item #2. – Approval of minutes of the April 30, 2025 special meeting: Motion by Commissioner Heichel, seconded by Commissioner Smith to approve the minutes of the April 30, 2025 special meeting. Carried 4-0.

Item #3. – Claims for Payment: Claims paid from April 11, 2025 through July 3, 2025 noting in total, payments made were $26,513.25. Mr. Dankert discussed some of the larger unique expenses we had in this time period.

Motion by Commissioner Heichel, seconded by Commissioner Ruzek to approve the claims for payment as presented. Carried 4-0.

Item #4. – Review of June 30, 2025 Unaudited Financial Statements: Mr. Dankert gave the Port Authority Board an update of their financial standing as of June 30, 2025, as follows:

- Overall cash in the bank is at $3,033,594
- Long-term assets (leases, land, etc.) is at $1,384,737
- Net book value of the fixed assets (Walker Building and Hormel Institute) is at $19,029,844
- Overall, there is a net loss of $232,810 for the first six months of the year, however, $355,105 of this loss is the result of depreciation on the two fixed assets noted above.

Mr. Dankert then reviewed the individual funds that make up the totals discussed in the above bullet points.

Motion by Commissioner Smith, seconded by Commissioner Ruzek to approve the unaudited financial statements as presented. Carried 4-0.

Item #5. – SMIF Presentation: Tim Penny, Executive Director of the Southern Minnesota Initiative Fund (SMIF) thanked the Port Authority for their annual $6,000 in financial support. Mr. Penny noted he is retiring at the end of July. Mr. Penny discussed SMIF and the three areas that they work on, including:

- Early Childhood Initiatives

- Entrepreneurship
- Small Towns

About one-third of their time and resources goes into each one of those strategic areas. Mr. Penny stated they were hired by the State of Minnesota to distribute $20 million of Covid grants when the pandemic hit, and roughly 10% of the SMIF overall budget is raised through these local funds.

DCA Executive Director John Garry discussed the cooperation between the DCA and SMIF to help new development here in Austin and the surrounding areas.

Commissioner Ruzek asked what additional economic development can we do together. Mr. Penny stated SMIF is good at handling the technical issues such as, QuickBooks and other financial reporting, and connecting small businesses with SBA financing.

Item #6. – Future Opportunities for Downtown Discussion: President Baskin noted he would like to table this and discuss it further at a future Port Authority meeting, but for now wanted to inform all that the Chamber of Commerce and some downtown businesses would like discussion of the downtown area. Commissioner Heichel questioned if there had ever been discussion about requiring a certain % of downtown be required to have retail. Mr. Clark noted this is generally not looked at favorably by building owners, but there are more conversations to be had on the subject.

Item #7. – Strategic Road Map Discussion: Mr. Baskin reviewed the recent strategic plan that the Port Authority Board approved, garnering discussion on the three strategic imperatives:

1. Develop Creekside Business Park – Mr. Baskin noted NuTek paid for the First Right of Refusal's and Options on the immediately adjacent property out in the Creekside Business Park, so that helps with that goal.
2. Strategic Land Portfolio Management – Mr. Baskin noted tonight in the closed portion of the meeting we will be discussing a proposed development in the 13.55 acres along I-90. This site has some contamination but we have been working with a grant to identify the Brownsfield site, needing an action plan and MPCA enrollment.
3. Position Austin for future economic growth – Mr. Baskin noted we are working on the comprehensive plan with the city which will include a to-do list of action items that will need to be reviewed.

Item #8. – Executive Director Report: Mr. Clark noted the agreement with Harty Mechanical for their development in the Creekside Business Park was to include the hiring of five jobs within one year of the acceptance of the Certificate of Completion. Mr. Harty called today to discuss the letter from the Port Authority regarding the hirings, noting that they need to complete some internal construction before bringing on the five new jobs. Mr. Clark noted the agreement is from the date of the Certificate of Completion, which has been issued a year ago. Mr. Clark noted we will continue to work with Mr. Harty to get a resolution.

Mr. Clark noted Mr. Trihus came in and paid the first half lease of the 25-acre property north of the I-90 Kwik Trip last week, but we are still waiting for the insurance certificate.

Item #9. – Any other business: None.

Item #10. Closed Session: Motion by Commissioner Austin, seconded by Commissioner Ruzek to close the meeting under Minnesota Statute § 13D.05 subd. 3(c) for the purpose of considering offers to sell an interest in real property at 5:04 p.m. The three properties are 34.905.0060, 34.905.0010, and 34.009.0080. Caried 5-0.

See DVD of closed meeting.

Motion by Commissioner Austin, seconded by Commissioner Ruzek to reopen the meeting at 5:30 p.m. Carried 4-0.

Item #11. Adjournment: With no further business, motion by Commissioner Austin, seconded by Commissioner Ruzek to adjourn the meeting at 5:51 pm. Carried 4-0.

Approved: _____

President: _____

Secretary: _____

Austin Port Authority Brownfield Cleanup Grant

Fee Estimate | Request for Professional Environmental Services

Stantec Consulting Services Inc. July 14, 2025

Fee Estimate

Grant Writing

We know the level of effort needed to complete brownfield cleanup work on the most challenging properties under state and federal brownfield grant programs. We also realize every brownfield property poses its own unique challenges due to varying property size, history, use, and redevelopment scenario.

Per the RFQP, Stantec will prepare an EPA brownfield cleanup grant application for $12,500. If the Port is awarded a grant during this or future grant cycles, a supplemental contract will be awarded to the same consultant to implement the resulting EPA Cooperative Agreement (CA) and Work Plan, under the direction of the Port.

Grant Implementation

Based on our review and experience implementing similar projects, the level of effort for the Grant Implementation Services appears to be largely representative of the potential project scope outlined in our Detailed Work Plan provided. Stantec's services will be provided on a time-and materials basis per Stantec's standard billing table in effect at the time the work is performed. The following provides a summary budget table with a description of tasks to be completed by Stantec during the project. Stantec's work will not exceed the "Contractual" grant budget once awarded without prior authorization from you; however, the budget for each task may be adjusted during the project based on evolving project scope/needs. Stantec will work with the Port to document modifications to the scope and budget in quarterly reports, especially if budget is moved between Tasks or if budget is moved between budget line items. Stantec assumes the earthwork contractor will be retained directly by the Port. Stantec will assist with the contracting services in accordance with EPA guidelines.

The implementation contract will be consistent with the terms and conditions of the Work Plan provided by the EPA after grant award. The contract period will generally coincide with the grant implementation period. The City will negotiate, with approval by the EPA, the final budget with the selected consultant following EPA grant award and when the CA and Work Plan(s) are completed.

Task	Cost Estimate	Comments
1: Grant Application	$12,500.00	Grant application
2: Community Involvement Plan	$5,500.00	Site Specific Community Involvement Plan with community outreach.Grantees often complete community outreach activities internally. Typical outreach activitie include: developing a Community Involvement Plan; organizing and hosting quarterly outreach events; presenting at local community meetings; and attending and presenting at regional/state brownfield meetings. Stantec can support the City in these activities as requested on a time and material basis.
3: Health and Safety Plan	$3,000.00	Assumes One Health and Safety Plan for the Implementation Work
4: QAPP	$7,500.00	Complete one Quality Assurance Project Plan (QAPP) for the RAP Implementation / Cleanup
5: SAP	$5,500.00	Complete one Sampling and Analysis Plan (SAP) for the RAP Implementation Cleanup
6: Bid Package/Spec	$5,000.00	Assist the Port with a bid specification for the environmental cleanup budget line items and provide feedback on the contractor bid solicitation.
7: Required EPA Report Updates	$10,000.00	Common tasks include providing assistance in completing deliverables associated with program management (e.g., quarterly reports, and annual financial reports).
8: Total Task 8 RAP Implementation Field and Reporting		
8.1 Soil Field Oversight, Time and Materials	$110,000.00	Project management (100 Hours) of RAP Implementation and assumed 8 weeks (480 Hours) on-site for a field technician for soil management observation, documentation, and sampling on a time and materials basis.
8.2 Soil Vapor Mitigation Oversight, T&M	$50,000.00	Project management (30 Hours) of Vapor RAP Implementation and assumed 3 weeks (180 Hours) on-site for a field technician for soil vapor observation, documentation, and sampling on a time and materials basis.
8.3 Soils RAP Implementation Report	$12,500.00	Assumes one Soil RAP Implemtation Report.
8.4 Vapor Mitigation Implementation Report	$7,500.00	Assumes one Soil Vapor Mitigation Implementation Report
8.5 Environmental Covenant (If Necessary)	$5,000.00	Assumes one Environmental Covenant and Operation and Maintenance Plan for on-site vapor sub-slab depressurization system (SSDS).

Additional Services
Ranges in cost for additional tasks occasionally completed under a brownfield project, but not included in the estimates above include:

Reliance Letter: $750
Geophysical Survey: $2,000 - $5,000
Material Management Plan: $3,000 - $6,000
Well Sealing: $1,500-$3,000
DEED grants: $10,000

Stantec Rate Table
If Stantec is selected, we will issue a Task Order under our Master Service Agreement to complete the scope of work on a time and material basis. Stantec's 2025 hourly rate table is attached on the following page. Rate escalation will apply annually up to 3%.

HOURLY RATES

Stantec Billing Level	2025 Hourly Rate*
3	$114
4	$128
5	$139
6	$144
7	$152
8	$158
9	$170
10	$176
11	$189
12	$195
13	$204
14	$214
15	$241
16	$274
17	$284
18	$290
19	$299
20	$312
21	$324

*Rates subject to annual increase.

OTHER EXPENSES / MATERIALS

Stantec's standard mark-up on expenses is 10%. Unless prescribed differently within the proposal or other contract paperwork, this mark-up is used in all areas as indicated below:

- **Sub-Consultants**
- **Subcontracted Commodity Services**
  e.g., analytical laboratory services, drilling contractors, etc.
- **Meals and Lodging**
  May be billed at cost or daily per diem. If applicable, per diem rates will be those set by the U.S. General Services Administration https://www.gsa.gov
- **Vehicle and Equipment Rentals**
  Not owned by Stantec.
- **External Equipment and Supplies.**
  e.g., delivery charges, outside copying/reproduction, leased/rented field equipment, etc.

Company-owned equipment will be billed on unit rate basis (e.g., daily; weekly); the expense markup does not apply to these rates. For Stantec owned vehicle, a combination of daily vehicle or milage rates are used depending on the type of work and/or contract. A separate Stantec Equipment Rate Schedule* is available upon request.

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GEOTECHNICAL
ENVIRONMENTAL
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CONSTRUCTION MANAGEMENT

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July 14, 2025

Craig Clark
Port Administrator
Port of Austin
500 4th Avenue NE
Austin, MN 55912

Dear Mr. Clark:

The City of Austin has worked for decades to prepare the I-90 Business Park for redevelopment — from managing legacy fill to assessing known environmental concerns. Now, with the EPA Brownfield Cleanup Grant opportunity, the Port can turn preparation into implementation. GZA GeoEnvironmental (GZA) is pleased to submit this proposal to support you in that effort, beginning with a grant application that is both competitive and compelling.

GZA brings more than technical expertise — we bring **a strategic team that understands how to help communities like Austin identify and secure the funding necessary to move forward.** GZA's Senior Grant Specialist **Rania Campbell-Bussiere, GPC** has helped clients win over $35 Million in grant awards and has over 10 years of experience managing the full lifecycle for funding from federal, state, municipal, and private sources. Rania has the experience, organization skills, creativity, critical thinking and attention to detail required for an effective grant writing and grant management professional.

Once awarded, the grant will unlock cleanup work on a site with **limited known contamination but a long and layered industrial history.** Our field teams are experienced with this type of site — where the real environmental risks often emerge during redevelopment, not just during Phase II assessments. GZA excels in developing flexible construction contingency plans (CCPs), maintaining strong relationships with earthwork contractors, and coordinating closely with MPCA to keep cleanup aligned with both regulatory expectations and redevelopment goals.

In addition to environmental services, GZA offers **geotechnical engineering and industrial land use planning**, uniquely positioning us to help the Port bridge the gap between cleanup and reuse. Whether the site is envisioned for warehousing, manufacturing, or commercial redevelopment, our team has supported similar projects throughout Greater Minnesota.

We are proud to be considered for this work. Communities like Austin deserve the same access to resources and expertise as those in larger metropolitan areas, and we're committed to helping make that happen. Thank you for the opportunity to support the Port's vision for the I-90 Business Park. If you have questions or require additional information, please contact either me, Rania Campbell-Bussiere, or Sean Leary. Our contact information is provided below. On behalf of our entire team, thank you for your consideration.

Very truly yours,

GZA GEOENVIRONMENTAL, INC.

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Qualifications and Proposal for
Professional Environmental Services

Austin Port Authority Brownfield Cleanup Grant

Submitted to:

AUSTIN
GROWING TOGETHER

July 14, 2025

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Cover Letter

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SECTION 1 | FIRM PROFILE

INTRODUCTION

GZA GeoEnvironmental, Inc. (GZA) is pleased to provide the Austin Port Authority (Port) with this Statement of Qualifications and proposal for professional environmental services for the Austin Port Authority U.S. Environmental Protection Agency Brownfield Cleanup Grant. The information presented is intended to provide an overview of our firm's experience and qualifications as they relate to services we have provided for similar projects, as well as to introduce you to GZA and our highly qualified project team. We have organized our statement of qualifications and proposal as follows, consistent with the Port's Request for Qualifications and Proposals (RFQP).

Section 1: Firm Profile
Section 2: Project Approach, Methodology, and Strategy
Section 3: Relevant Experience (with 3 Client References)
Section 4: GZA's Health and Safety Program and EMR Rating
Appendix A: Project Team Organizational Chart and Resumes
Appendix B: Pricing & Timeline

GZA COMPANY QUALIFICATIONS

Founded in 1964 as Goldberg-Zoino & Associates, Inc., a soils and foundations specialty consultant, **GZA GeoEnvironmental, Inc. (GZA)** has grown into a multidisciplinary consulting firm offering services in the fields of environmental engineering, grant writing, waterfront marine, structural, geotechnical, and civil engineering; hazardous waste assessment and remediation; water and wastewater engineering; and construction related services. Through acquisitions and internal growth, the firm has expanded to include civil engineers, and wetland and environmental scientists providing regulatory permitting, as well as a broad array of civil and remedial services. We employ over 650 engineers, scientists, and technical support staff located in 32 offices throughout the Great Lakes, Northeast, Mid-Atlantic and Southwest regions. Throughout this growth, GZA has maintained the goal of providing high quality services and value to our clients.

Through integration of our environmental, geotechnical, ecological, water, and construction management expertise, GZA offers a broad range of technical expertise and technically appropriate, cost-effective solutions. We take the additional step to tailor our integrated services around the client-specific needs of various client groups such as those within the public sector (government agencies), private industry, contractors, etc. This approach allows us to provide the technical expertise, innovation, sensitivity to client needs, and responsiveness to the unique engineering, permitting and construction issues associated with each client group and project.

As an employee-owned, private company, GZA's staff is motivated to propel the firm forward, seeking integrated, complex, and interesting projects that underscore a commitment to client satisfaction, environmental stewardship and best practices in science, engineering, and construction. Because GZA experts are trained across disciplines, clients benefit from the knowledge and experience of all of our staff with resources that are in-house and available for every project at any time. With the ability to manage unpredictability, remain nimble, and mobilize quickly, GZA responds to client inquiries with urgency, sensitivity, knowledge, and value, while remaining mindful of project costs and schedule.

We have earned a reputation as being responsive and flexible to our clients' needs. Our work with contractors requires fast responses with alternate designs or value engineering proposals while maintaining project schedules. We are accustomed to working in situations where flexibility is needed to quickly adapt and respond to changing design requirements and site conditions. GZA is big enough to get the job done, but not too big to prevent us from responding quickly and effectively. Excelling as a multi-disciplinary, multi-office firm of proactive, bright, and dedicated people, we provide value to our clients and our profession.

EXPERIENCE WITH A VARIETY OF GRANTS AND FUNDING MECHNISMS: GZA team members have expertise in local, state, and federal funding processes, including EPA Brownfield grants, as well as the technical intricacies of your environmental assessment project. We have experience applying to and managing projects funded by EPA, USDA, FEMA, HUD, and the Hennepin County Environmental Response Fund (ERF), amongst others. GZA provides cost estimates and technical information for grants, as well as writing and submitting applications on behalf of nonprofit organizations, academic institutions, and government clients. GZA has helped clients win over $100 Million in grant funding for a variety of projects in big cities and small towns, including the following two examples:

GZA Project / Services Performed	Client/Location/Year	Award
Debre Selam Medhanealem Ethiopian Orthodox Tawahedo Church Site Remediation Project is removing contaminated soil and installing a Sub-Slab Depressurization (SSD) system on a vacant lot in preparation for construction of a new church to meet the needs of a growing congregation. GZA has prepared successful applications for two rounds of funding and is managing grant reporting and disbursement requests.	**Debre Selam Medhanealem Ethiopian Orthodox Tawahedo Church** Minneapolis, MN 2022-2025	$572,800
Municipal Fire Training Facility PFAS Remediation Project further assessing and addressing elevated levels of PFAS and PFOS type contaminants in soil, surface water, and groundwater at a former municipal fire training academy in a public water supply protection area. GZA prepared and submitted a successful PFAS Planning application to the Massachusetts Drinking Water State Revolving Fund (DWSRF) program, which is funded by the EPA.	**County of Barnstable** Massachusetts 2024-ongoing	$1.1 Million

EXPERIENCE WITH A VARIETY OF PROJECT TYPES: GZA has prepared applications for a variety of project types, including environmental assessment and remediation, hazard mitigation planning and implementation, coastal resiliency, waterfront development, and parks. We support funding and project development from initial design phases through construction and final regulatory reporting for grant funded activities. Additionally, GZA maintains an everchanging internal database of grants applicable to clients and projects.

SECTION 2 | PROJECT APPROACH, METHODOLOGY & STRATEGY

Site Background and Prior Investigations

The 13-acre I-90 Business Park site in Austin, MN has a long history of industrial activity dating back to the early 1900s, including operations by Austin Tile/Austin Clay Works and later as a dumping area for the George A. Hormel Company. Historical use included clay mining, industrial backfill, and construction material staging for Interstate 90.

Previous environmental assessments — including Phase II investigations conducted by another consultant — identified limited petroleum-related contamination (diesel-range organics or DRO) and low vapor intrusion potential. Test pits revealed clayey fill soils with debris (brick, wood, asphalt) from 6 to 14 feet bgs. While known contamination appears isolated, the potential for undocumented impacts remains high given the site's fill history and lack of redevelopment.

GZA's proposed approach builds on this existing knowledge by focusing on real-time coordination during cleanup and providing strong Construction Contingency Planning (CCP) to respond to unforeseen conditions.

PROJECT APPROACH

GZA uses a collaborative team approach that integrates site assessment and environmental remediation expertise with grant writing and management experience. Our team works closely to draft detailed and accurate applications that meet grant requirements and priorities. If awarded, GZA's grant specialist will collaborate with the site assessment team to prepare updates, deliverables, and reports to comply with cooperative agreement requirements. GZA will take a proactive approach to grant services, and can support the Port in identifying and pursuing additional funding for redevelopment.

The City of Austin is well-positioned to access grant funding to support Brownfield cleanup up and redevelopment activities. The City's Comprehensive Plan 2045 draft vision statement highlights Austin's vibrancy, and welcoming and

diverse community. According to 2023 American Community (ACS) data, close to 15% of Austin residents live below the poverty line. According to archived data collected by the EPA, the census tracts surrounding the I-90 Business Park site are in the 85th to 93rd percentile for proximity to Risk Management Plan facilities, 10% to 27% of residents 25 years of age or older have less than a high school diploma, and the number of individuals in low-income households is in the 56th to 94th percentile. The draft 2045 Comprehensive Plan Playbook demonstrates a strong community engagement process, a commitment to supporting workforce development, and a strategic approach to land use and development. This work in the context of Austin positions the Port for a competitive EPA Brownfield Cleanup grant application focused on workforce and business development outcomes.

GZA prides itself on innovative, cost-effective solutions for clients to meet their needs. GZA also offers internal innovation grants to establish new solutions, methodologies, or enhanced work products to fit our growing and dynamic client needs. GZA uses a multidisciplinary approach to supporting our clients, and is ready to support the Port's redevelopment goals with in-house services that may include land use planning, geotechnical analysis and engineering, and risk assessment.

While the City has not yet finalized specific redevelopment plans for the I-90 Business Park, GZA's approach is designed to remain responsive to future end-use decisions. Whether the site is ultimately used for warehouse, light industrial, or mixed commercial development, we will adjust our RAP, confirmation sampling, and excavation approach accordingly. This includes coordinating with the Port to modify fill removal limits, foundation support considerations, or vapor mitigation measures as development partners are identified.

GZA's team brings in-house expertise in geotechnical engineering, site planning, and industrial warehouse development — allowing us to bridge environmental cleanup with the site's redevelopment goals from day one.

METHODOLOGY

GZA has delineated our project methodology into the following three (3) phases:

Phase I: Pre-Cleanup
Phase II: During Cleanup
Phase III: Post-Cleanup

With the following two (2) task categories:

Task 1: Grant Application, Management, and Reporting
Task 2: Cleanup Planning, Implementation, and Closeout

Phase I: Pre-Cleanup – Application Development

Task 1: Grant Application

GZA's team of Environmental Remediation and Grant Specialists will work collaboratively with the Port to establish a proposal strategy and schedule, and draft and finalize an application in accordance with EPA's grant guidelines and the Port's priorities. It is anticipated that work will begin in August or September 2025, dependent on the EPA's release of the Notification of Funding Opportunity (NOFO) for the Brownfield Cleanup Grant Program.

1.1 Project Kickoff and Data Review

Kickoff meeting may be held virtually to establish timeline and proposal strategy, and discuss project background, existing and potential community partners, and additional existing and potential funding sources.

The Port will supply GZA with relevant background materials including, but not limited to the following:

- Property information
- Past applications and awards
- Other sources of funding for the project, if applicable.
- Identified stakeholders
- Budgets

1.2 Draft Application Package

GZA will draft application elements based on agreed upon strategy, EPA guidelines, and Kansas State University (KSU) Technical Assistance to Brownfields (TAB) resources. Application elements may include, but are not limited to:

- Applicable letter templates;
- Narrative elements, including but not limited to demographics, outputs and outcomes, opportunities to leverage funding, project background, and a community engagement plan;
- Technical information and supporting documents, including but not limited to budget and cost estimates, project scope and timeline, and an Analysis of Brownfield Cleanup Alternatives (ABCA); and
- Threshold Criteria and attachments, including but not limited to documentation of community notification and public comment meeting, site ownership, history of contamination, and funding history.

GZA will coordinate an application review with KSU's TAB program to collect feedback on the first draft of the application prior to sharing a draft with the community for public comment.

Task 1.3 Community Outreach and Public Comment Meeting

GZA will help the Port identify and coordinate with key community partners and assist the Port with coordinating and documenting the public comment meeting and outreach in compliance with grant requirements.

Task 1.4 Application Review and Final Edits

GZA will collect and incorporate feedback from the Port, community partners, and the public. The complete application package will be provided to the Port five (5) days prior to the application deadline for approval and submission to grants.gov. GZA can upload application elements if the Port provides Workspace access.

Following submission, GZA can be available to support follow up communications during the review process.

Task 2: Cleanup Planning

GZA GeoEnvironmental, Inc. (GZA) proposes a technically sound and regulatory-compliant approach to implement cleanup activities at the 13-acre I-90 Business Park site in Austin, MN. Our proposed methodology emphasizes effective coordination with regulatory agencies, protection of human health and the environment, and cost-effective execution of remediation goals aligned with redevelopment timelines. GZA's team will draw on our extensive experience with U.S. EPA Brownfield-funded cleanups, Voluntary Investigation and Cleanup (VIC) program coordination, and industrial redevelopment projects across Minnesota and the Midwest.

GZA proposes the following Pre-Cleanup activities to support application development and prepare for implementation.

Task 2.1 Prepare Site-Specific QAPP

GZA will prepare a **site-specific QAPP** in accordance with EPA's guidance and Minnesota Pollution Control Agency (MPCA) requirements to govern all field sampling and laboratory analysis activities. The QAPP will establish project-specific data quality objectives (DQOs), define sampling procedures, specify analytical methods and quality control measures, and detail data verification and validation protocols.

Although PFAS compounds have not yet been investigated at the I-90 Business Park site, GZA recognizes that PFAS is an emerging contaminant of concern for both the EPA and MPCA. Given the site's history of industrial dumping, debris-filled soils, and reused fill from unknown sources, we will assess the need for PFAS screening during the QAPP development phase. If redevelopment plans involve sensitive receptors (e.g., potable water, vapor intrusion, shallow utilities), GZA will consult with MPCA to determine whether PFAS sampling should be included in the confirmation sampling strategy. Our CCP will also include contingency protocols should PFAS be discovered during excavation.

Task 2.2 Prepare HASP

A tailored **Health and Safety Plan (HASP)** will be developed to support safe execution of all site activities. This plan will address site-specific hazards such as debris-containing fill, heavy equipment operation, and potential exposure to volatile organics or metals in dust. GZA's HASP will include a hazard analysis, PPE requirements, air monitoring strategy, and communication protocols.

Task 2.3 Prepare RAP & CCP

GZA will develop a **Response Action Plan (RAP)** and **Construction and Contingency Plan (CCP)** that defines excavation areas based on prior Phase II data, outlines soil management methods, and presents sequencing strategies that minimize disruption and manage fill/debris in a cost-effective manner. We will coordinate with MPCA's VIC staff to ensure the RAP satisfies regulatory expectations and supports site closure for industrial use.

Development of a robust Construction Contingency Plan (CCP) will be critical for this site. GZA will prepare and implement a detailed CCP that defines clear decision-making protocols, documentation procedures, and communication channels to manage unexpected conditions during excavation. Given the site's history of industrial dumping and the presence of variable fill materials, it is likely that previously undocumented debris, staining, or impacted soils will be encountered during redevelopment-related earthwork.

Our CCP will include procedures for real-time screening, temporary stockpiling, field screening criteria (visual/olfactory/analytical), and a rapid response protocol for determining whether materials can remain on site, require disposal, or trigger additional sampling. GZA's staff will coordinate closely with the selected earthwork subcontractor to ensure smooth implementation of the CCP — leveraging our strong relationships with regional contractors who understand environmental sensitivity and schedule-driven work.

We will maintain **daily communication with the Port Authority** and other project partners to report on findings, adjust field plans, and avoid costly delays. This includes providing summary updates during excavation, flagging deviations from the original RAP, and engaging MPCA VIC staff if significant changes to cleanup strategy are warranted.

Task 2.4 Contractor Coordination & Bid Package

GZA will competitively solicit qualified local subcontractors for **earthwork and environmental laboratory services**, ensuring compliance with EPA's DBE and Davis-Bacon requirements. Our team will manage subcontractor selection based on technical qualifications, cost, and ability to meet schedule constraints.

Phase II: During Cleanup

Task 1: Grant Management and Reporting

If funding is awarded, GZA will work with the Port to manage the grant as needed, which may include the following in accordance with EPA's Cooperative Agreement. GZA may also support the Port in identifying additional funding opportunities to support redevelopment.

Task 1.5 Supporting Post-Award Communications and Work Plan

If funding is awarded, GZA will assist the Port in follow-up communications with the EPA regarding requests for additional information, contracting, and project set up, including the development of a Work Plan in alignment with cooperative agreement requirements and project goals.

GZA has managed multiple EPA Brownfield Cleanup and Assessment grants through cooperative agreements, including Work Plan development, ACRES reporting, DBE and Davis-Bacon compliance, and closeout documentation.

Task 1.6 Monthly ACRES Reporting

On a monthly basis throughout the cleanup project, GZA will submit progress reports and payment requests to the Port to update ACRES reporting and website information. This information may include, but is not limited to documentation of Davis-Bacon compliance, Disadvantaged Business Enterprise (DBE) good faith efforts, and project activities.

Task 1.7 Quarterly Reporting

Every three months, throughout the project period, GZA will provide quarterly performance reports and deliverables in accordance with the cooperative agreement and grant requirements.

Task 1.8 Annual Reporting

Every year throughout the four (4) year project period, GZA will provide an annual progress report within 30 days of the close of the reporting period in accordance with the cooperative agreement and EPA requirements.

Task 2: Site Cleanup

If funding is awarded, GZA's team of Grant and Environmental Professionals will help the Port to develop a Work Plan, project plans, specifications for cleanup activities, and address the terms and conditions in the Cooperative Agreement with the EPA. Based on GZA's current understanding of the Brownfield Cleanup Project at the I-90 Business Park, cleanup activities are expected to include, but are not limited to the following:

Task 2.5 Project Management

Project activities will be tracked using a detailed, task-specific schedule aligned with EPA reporting milestones and the Port's redevelopment goals. During active field work, GZA will maintain **daily communication with the Port Authority and the selected earthwork contractor** to ensure rapid response to evolving site conditions. This daily coordination is essential at a site like this, where environmental unknowns — such as undocumented debris, staining, or fill materials — are likely to be encountered despite prior investigations.

To manage these uncertainties, GZA will use the Construction Contingency Plan (CCP) as a decision-making framework to guide the field team, prevent delays, and document all deviations from the original RAP. Any discoveries that could impact scope, schedule, or budget will be elevated to the Port immediately, along with recommended responses and estimated implications. This proactive communication loop will help manage expectations, avoid change order surprises, and ensure that all parties remain aligned on field priorities and risk tolerance.

In addition to daily check-ins during implementation, GZA will prepare **monthly progress reports** that summarize task status, schedule tracking, budget utilization, DBE outreach, and Davis-Bacon compliance. All technical work will follow GZA's internal QA/QC protocols to ensure data quality and regulatory defensibility, with independent reviews of sampling logs, lab data, and reporting deliverables before submission to the Port, EPA, or MPCA.

Task 2.6 Field Oversight

GZA will provide full-time field oversight by experienced staff to monitor subcontractor performance, confirm adherence to the RAP and HASP, maintain field logs, and interface with Port staff and regulators.

Task 2.7 Confirmation Sampling and Lab Coordination

During excavation, **confirmation sampling** will be conducted in accordance with the QAPP and MPCA guidance to verify that remedial goals have been met. GZA will establish sampling grids and frequency tailored to expected contaminant types and depth profiles. Field screening will guide real-time decision-making, while laboratory analysis (e.g., VOCs, PAHs, metals) will confirm cleanup adequacy.

Task 2.8 Community Engagement

GZA will maintain close coordination with MPCA VIC staff, the EPA project officer, and the Port throughout implementation. We will support the Port's **community involvement efforts** by preparing technical summaries for working group meetings, participating in up to three (3) stakeholder sessions, and presenting at one (1) public meeting. Our team is experienced in communicating complex environmental issues in clear, accessible language for diverse audiences.

Task 2.9 Soil Excavation, Hauling, and Disposal

Contaminated soils and debris that cannot be reused on-site will be transported under manifest to a licensed landfill facility. GZA will prepare **waste characterization profiles**, manage chain-of-custody documentation, and verify disposal through manifest reconciliation. Site security will be maintained through fencing and signage, and adjacent landowners will be notified in advance of construction to minimize disruptions.

Tasks 2.10 through 2.13

GZA will engage with subcontractors to support activities that may include analytical laboratory services, trucking and debris screening, site security and fencing, and dust and erosion control. GZA has developed long-term working relationships and master service agreements with several contractors to provide fair pricing to our clients. We attempt to provide the best turnaround times for the lowest available price; however, sometimes timing is critical, and we provide the client with multiple options to meet their needs. Subcontractors are directly overseen by GZA trained staff to ensure sample collection, scope of services, and health and safety requirements are followed.

Phase III: Post-Cleanup

Following completion of cleanup activities, GZA will prepare closeout reports in accordance with grant and regulatory requirements.

Task 1: Grant Reporting

Task 1.9 Final Grant Report

At the close of the four (4) year project period, GZA will prepare a final grant report in accordance with the cooperative agreement and grant requirements.

Task 2: Cleanup Reporting

Task 2.14 RAP Implementation and Deliverables

GZA will prepare a comprehensive RAP Implementation Report at the conclusion of cleanup activities to document all actions taken under the RAP and Construction Contingency Plan. This report will serve as the official record for both MPCA and EPA to evaluate whether site cleanup objectives have been met and whether the property is eligible for site closure.

The report will include: as-built excavation maps, validated confirmation sampling data, field logs, photographic documentation, waste manifests, and a narrative summary of any deviations from the original RAP and how they were managed. It will also include QA/QC summaries and a record of communication with MPCA and the Port throughout implementation.

GZA will ensure the final report is defensible, consistent with EPA and MPCA expectations, and usable for future regulatory or redevelopment documentation.

List of Subcontractors and Selection Process

GZA maintains strong working relationships with a wide range of qualified subcontractors that support environmental investigation, remediation, and redevelopment across Minnesota and the upper Midwest. Subcontractor selection is based on the specific scope of work, regulatory requirements, cost competitiveness, technical qualifications, availability, and prior experience working with GZA on similar projects.

For this project, subcontractors will be selected to support Response Action Plan (RAP) and Construction Contingency Plan (CCP) implementation, including soil excavation, confirmation sampling, waste handling, and specialized technical services. GZA will solicit competitive bids as needed and will work with the Port to meet all requirements related to Davis-Bacon wages and EPA's Disadvantaged Business Enterprise (DBE) Program. Many of our subcontractors are WBE-certified or experienced with federally funded cleanup work.

Below is a representative list of subcontractors GZA anticipates using for cleanup planning and implementation at the I-90 Business Park site:

Environmental Remediation Contractors

- Arnt Construction Company, Inc. – Earthwork, excavation, and hauling
- Landwehr Construction – Large-scale demolition and site remediation
- Rachel Contracting – Environmental and redevelopment excavation
- Steven's Drilling & Environmental Services, Inc. – Direct-push sampling, excavation support

Analytical Laboratories

- Legend Technical Services, Inc. – *WBE-certified* lab with regional presence
- Eurofins Environment Testing – Full-service analytical testing
- Pace Analytical Services – National lab with Brownfields experience

Specialized and Additional Services

- Chosen Valley Testing – Geotechnical drilling and materials testing
- Haugo Geotechnical Services – Site-specific soil borings and lab analysis
- Dean's Tank, Inc. – *MPCA Petrofund Certified* tank removal and UST/AST closure

PROJECT STRATEGY

GZA's strategy for supporting the Port Authority of Austin is rooted in clarity, flexibility, and long-term value. The I-90 Business Park site represents a classic brownfield challenge: limited known contamination, significant fill and dumping history, and an uncertain path to redevelopment. GZA's team is structured to execute tasks and help the Port anticipate and manage unknowns, while aligning environmental cleanup with funding requirements and future reuse goals.

We will begin by defining a clear sequencing strategy for grant application, planning, implementation, and closeout. From the outset, our team will integrate EPA milestones, MPCA coordination, and Port redevelopment priorities into a unified project schedule. Our interdisciplinary team will include environmental scientists, geotechnical engineers, planners, and funding specialists — ensuring that our technical work is directly informed by end-use considerations.

What sets our strategy apart is the emphasis on real-time responsiveness and site-specific pragmatism. Because the final redevelopment plan has not yet been established, GZA will maintain continuous coordination with the Port to ensure that all cleanup decisions — including confirmation sampling, fill handling, and contractor direction — remain consistent with evolving site use and infrastructure needs.

We will maintain open and frequent communication with the Port and EPA throughout the project. This includes daily field communication during implementation, monthly progress updates, and immediate reporting of any potential scope, budget, or schedule adjustments. By emphasizing early warning and shared decision-making, we can minimize change orders and delays while maintaining full regulatory compliance.

As part of our forward-looking strategy, GZA will remain attentive to emerging regulatory concerns, particularly the potential for per- and polyfluoroalkyl substances (PFAS) at brownfield sites with historic industrial dumping and unknown fill sources. While PFAS has not been identified at the I-90 Business Park site, our team will evaluate its potential presence during QAPP development and coordinate with MPCA if field conditions or reuse plans suggest additional screening is warranted. If PFAS is discovered or suspected during cleanup, our contingency plan and communication structure will allow for immediate, coordinated response without disrupting project momentum.

In addition to our technical scope, GZA will support the Port's community engagement strategy through tailored messaging, meeting facilitation, and production of visuals that convey site conditions and cleanup progress in accessible terms. This work will help the Port build transparency, trust, and momentum throughout the grant period.

Ultimately, our strategy is to deliver a cleanup that is:

- Technically sound and EPA-compliant
- Adaptable to redevelopment
- Aligned with funding and regulatory requirements
- Documented in a way that accelerates reuse

We view this project as more than a grant — it's a step toward job creation, economic development, and reactivation of long-idled land in Minnesota. GZA is committed to seeing that vision through.

SECTION 3| RELEVANT EXPERIENCE

PROJECT SPECIFIC EXPERIENCE

GZA has extensive experience with the technical and administrative support needs of federal, state, and private foundation grants. GZA has helped clients secure and manage grant funding from FEMA, EPA, NOAA, NFWF, and HUD, among other federal agencies. GZA provides cost estimates, graphical content, plans, program budgets, project schedules, and technical narratives for grants, and writes and submits applications on behalf of government clients, nonprofit organizations, and academic institutions. GZA maintains an internal database of grants applicable to our clients and projects we are involved with. Rania Campbell-Bussiere, GZA Senior Grant Specialist, is Grant Professional Certified (GPC), and responsible for performing grant research, preparing applications, and helping clients pursue and manage grants.

Solhaus Residential Development Former Gopher Oil Site, Minneapolis, MN

On behalf of Solhaus Associates, Vieau/GZA obtained funding through State and County cleanup grant programs to facilitate redevelopment of the Gopher Oil Superfund Site, a former bulk petroleum storage facility. Vieau/GZA worked cooperatively with project stakeholders to develop a cleanup strategy to address petroleum- and PCB-contaminated soil and groundwater. Vieau/GZA worked with three separate Minnesota Pollution Control Agency (MPCA) programs, Superfund, Petroleum Remediation, and Voluntary Investigation and Cleanup, through the course of the redevelopment. Due to the extensive cleanup, the property owner was issued available environmental liability letters and closure letters, and site was delisted from the State Superfund registry. The property was redeveloped with a six-story residential apartment building with underground parking. The redevelopment increased the property value by about 300% and provided much needed housing for the University of Minnesota and helped to revitalize the area for the nearby businesses and the University. This award-winning development broke ground and was completed on time and on budget for occupancy, prior to the start of the school year, and was awarded a Minnesota Brownfields ReScape Finalist award and voted "Best in Real Estate" by the Minneapolis-St. Paul Business Journal.

Debre Selam Medhanealem Ethiopian Orthodox Tewahedo Church Brownfield Site, Minneapolis, MN

The Debre Selam Medhanealem Ethiopian Orthodox Tewahedo Church has outgrown their current building. The Church purchased a 2.67-acre vacant lot in Minneapolis, MN to build a church, and spaces for community gathering and childcare. The property is the former site of residential buildings and an elevator equipment manufacturer. Soil contamination associated with prior uses has been identified. GZA conducted a Phase II Site Assessment, and prepared and submitted a successful application to the Hennepin County Environmental Response Fund (ERF). GZA is managing the grant reporting and supporting communications with the County, alongside remediation activities.

New Hampshire Route 1A Coastal Revetment Resilience and Conceptual Design, North Hampton and Rye, NH

Coastal route NH 1A along NH's coast is vulnerable to current day coastal storm surge and wave overtopping. In 1978, the stone revetment and stone walls along the roadway were reconstructed and extended to protect the road. However, road closures and post-storm cleanup and maintenance have become more frequent and extensive. Using a risk-based performance evaluation of the existing conditions and projected sea level rise, relative to a range of probabilistically determined coastal flood conditions, GZA assessed the potential risk and vulnerability of the 2.5 miles of existing revetment and developed conceptual alternatives to improve the shoreline and roadway resiliency. The conceptual designs mitigate erosion and displacement of core stone and improve revetment stability to provide increased resiliency and reduced post-storm maintenance and restoration. Following completion of the conceptual designs, GZA prepared a PROTECT grant application for which NHDOT was awarded $20.2 million for the first phase of the seven-year project. GZA continues to assist NHDOT with funding opportunities for additional project phases.

CLIENT REFERENCES

Curt Gunsbury – Solhem Companies
Direct: 612-598-9416
curt@solhemuptown.com

Debalke Gebeyehu - Debre Selam Medhanealem Ethiopian Orthodox Tewahedo Church
Direct: 612-203-7745
gdebalke@gmail.com

Tobey Reynolds – New Hampshire Department of Transportation
Direct: 603-271-7419
Tobey.L.Reynolds@dot.nh.gov

SECTION 4 | HEALTH AND SAFETY AT GZA

GZA'S COMMITMENT TO HEALTH AND SAFETY

SAFETY IS OUR NUMBER ONE PRIORITY. GZA is a member of the ISNetworld system and regularly maintains "A" or "Green" status with all our clients. Currently, GZA's ISNetworld rating for Eversource is "A."

Safety is imperative on any project, but when working within a potentially hazardous site, it becomes paramount. GZA has implemented an "Owning Zero" culture throughout the company, which goes beyond OSHA requirements and involves employees in all aspects of safety. Every GZA job site is committed to an incident and injury-free environment. Our attitude towards safety is reflected in the various safety scores we receive, all of which are at or below industry standards.

- Experience Modification Rating (EMR) below our industry's average
- Exceptionally low RIR of 0.00 (zero OSHA recordables in 2021)
- Exceptionally low DART value of 0.00 (less than the industry benchmark of 2.0)
- Zero fatalities
- 6 National Safety Council's "Perfect Record" awards, recognizing over 7 million hours worked with zero incidents resulting in zero lost workdays
- The National Safety Council's "Safety Leadership" award, signifying five (5) years of significant safety achievement.

HEALTH & SAFETY TRAINING

Whether an employee will be working on contaminated sites, construction sites, lower-hazard sites, or in GZA offices, GZA's training process makes sure that OSHA required training is provided to employees upon the start and throughout employment with the company. Safety training requirements are fully integrated into our site-specific health and safety plan (HASP) process, and GZA's Core Safety Team review of HASPs identifies additional training that may be required. Specified sets of safety courses are assigned to employees based on the types of work they perform, and additional training is assigned as an employee continues their career. At GZA, we develop site-specific health and safety plans for all fieldwork that undergo a review by our Core Safety Team, and additional regulatory training is assigned based on these reviews. For training with a recurrence requirement, such as OSHA HAZWOPER training, our **Learning Management System (LMS)** makes sure that employees are informed when they need to refresh training and tracks whether they do so.

APPENDIX A | GZA PROJECT TEAM ORGANIZATIONAL CHART & RESUMES

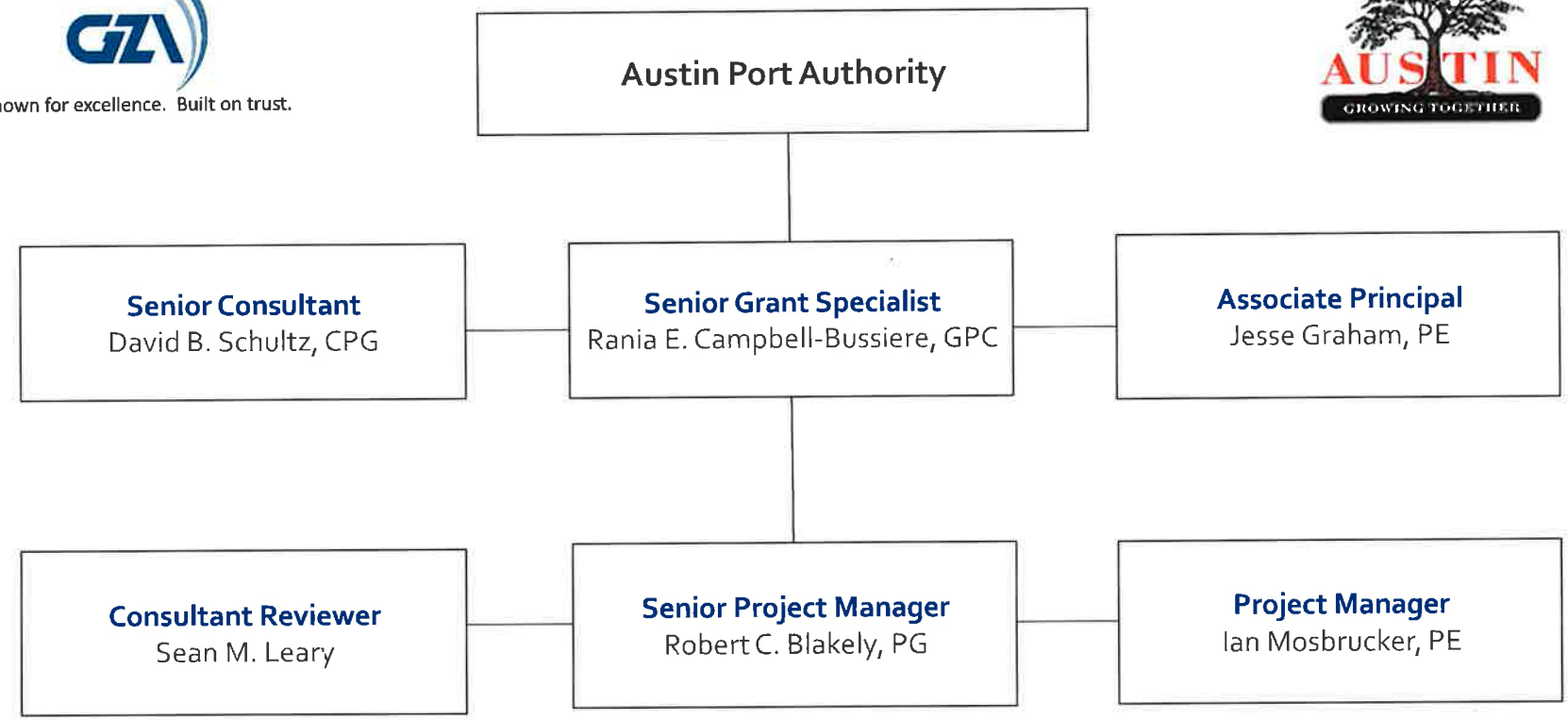
Project Team Organizational Chart

Professional Environmental Services for Austin Port Authority Brownfield Cleanup Grant

Austin Port Authority

GZA
Known for excellence. Built on trust.

AUSTIN
GROWING TOGETHER



RESUME

David Schultz, CPG

Senior Consultant

Education

B.S., Geology, Winona State University
M.S., Geology, University of Iowa

Professional Development

- Certified Professional Geologist – CPG-12261
- 40-Hour OSHA 29 CFR 1910 Certification Training, Site Supervisor Training, and Refresher Training
- Registered Petroleum Remediator – South Dakota, #11254
- Asbestos Inspector – Minnesota, #ASB-700
- Two Day Air Sampling – Minnesota
- Asbestos in Buildings: Air Sampling and Analysis – NIOSH 582E
- OSHA 10-Hour Construction
- ASTM ESA Training
- ASTM TPT Environmental Site Assessments for Commercial Real Estate ASTM E2018-15 PCA Training
- Red Cross CPR/First Aid Training

Professional Activities

- Minnesota Brownfields Member
- Association of Vapor Intrusion Professionals (AVIP)
- Economic Development Association of Minnesota (EDAM)

Areas of Specialization

- Hazardous Waste Assessments, Characterization, and Monitoring
- Phase I and Phase II Environmental Site Assessments
- Asbestos Building Surveys
- Voluntary Investigation and Cleanup
- Underground Storage Tank Removal
- Petroleum Release Investigations/Cleanup
- Soil/Groundwater Remediation System Monitoring
- Brownfields Redevelopment
- Vapor Intrusion Risk Assessments
- Vapor Mitigation Solutions
- Property Condition Assessments

Summary of Experience

Mr. Schultz is a Senior Consultant with over 20 years of experience in environmental consulting. He has experience in all facets of indoor air quality monitoring, asbestos building surveys, air monitoring during asbestos abatement, and has been certified for asbestos work in Minnesota, Wisconsin, Nebraska, Wyoming, Oregon, Washington, and South Dakota. He has managed over 1,500 Phase I and Phase II environmental site assessments, voluntary investigation and cleanup projects, underground storage tank removals, petroleum release investigation and cleanups, soil and groundwater remediation system monitoring, brownfields redevelopment, and all facets of vapor intrusion and vapor mitigation projects. Mr. Schultz has also gained experience in conducting property condition assessments (PCAs). Mr. Schultz has worked on and managed numerous large scale commercial and industrial redevelopment projects. Mr. Schultz has assisted clients to secure liability assurance letters for petroleum and hazardous substance releases through various State Voluntary Investigation and Cleanup programs, Tank Remediation Programs, and Brownfields redevelopment programs. Mr. Schultz has designed and managed the installation of over 50 retrofit Sub-Slab Depressurization (SSD) Vapor Mitigation Systems in Minnesota.

Relevant Project Experience

BROWNFIELD REDEVELOPMENT

Project Manager, Solhaus Redevelopment, Minneapolis, Minnesota. The project successfully redeveloped the Former Gopher Oil Superfund site into a 75-unit off-campus apartment building. The site was highly polluted from decades of paint mixing followed by bulk petroleum storage and distribution. The remediation included excavation of the entire property down to over 15 feet below surface. Excavation on the small triangular site required shoring and dewatering. Over 19,000 tons of soils, including 17 tons of PCB hazardous waste was removed, alleviating a continuing source of contamination to groundwater. Dewatering required groundwater treatment prior to discharge. Air monitoring was necessary for worker and public protection. The building required a vapor mitigation system to reduce the risk of organic vapor intrusion. The environmental cleanup achieved the approvals of three separate MPCA programs (Superfund, Petroleum Remediation and Voluntary Investigation and Cleanup). The site was delisted from the Superfund list.

The project utilized over $1,000,000 of contamination cleanup grant money from several different funding sources. Solhaus was a Minnesota Construction Association Awards of Excellence recipient; named Best in Real Estate by the Minneapolis/St. Paul Business Journal; and named one of the 26 Top Construction Projects by Finance and Commerce. The MPCA has the project highlighted on its Brownfields Success Stories webpage.

RESUME

Rania Campbell-Bussiere, GPC

Senior Grant Specialist

Summary of Experience

Ms. Campbell-Bussiere is a Senior Grant Specialist responsible for performing grant research, preparing applications, and supporting clients with grant seeking, reporting, and management. Ms. Campbell-Bussiere is Grant Professional Certified (GPC) with over 10 years of experience managing the full lifecycle for federal, state, municipal, and private foundation grants for projects and programs with multiple stakeholders.

Prior to joining GZA, Ms. Campbell-Bussiere was the Director of Sustainability for a city-wide Community Development Corporation, and the founding Executive Director of Cloud 9 Community Farms, a community-led urban farming and food access non-profit. Her work involved developing and managing a wide range of projects and programs to improve triple bottom line outcomes, including Green Stormwater Infrastructure, urban farms, green job training programs, community planning processes, and affordable housing development, while seeking and managing grants to support these initiatives.

Education

B.A., Environmental Studies and Sociology, Guilford College, 2008
M.A., Social Innovation and Sustainability, Goddard College, 2016

Certification

- Grant Professional Certified (GPC), Grant Professional Certification Institute (GPCI), 2025

Affiliations

- Member, Grant Professionals Association (GPA), 2023
- Member, Maine Municipal Association (MMA), 2024

Areas of Specialization

- Grant Research
- Grant Writing
- Grant Reporting
- Grant Administration
- Sustainable Program Development
- Partnership Development
- Community Outreach

Relevant Project Experience

Grant Specialist, Hennepin County Environmental Response Fund (ERF), Minnesota (March 2024-Present). Preparation and submission of Pre-Application, Application, Annual Report, and Disbursement Requests on behalf of Debre Selam Medhanealem Ethiopian Orthodox Church in Minneapolis, MN. Funding supports cleanup of a vacant lot in preparation for construction of a new church.

Grant Specialist, NOAA Restoring Fish Passage through Barrier Removal Grant, New Jersey (January-February 2025). Prepared grant materials and supported application submittal for a dam removal project on County-owned park property.

Grant Specialist, EPA Healthy Communities in New England Grant Program, Connecticut (October-November 2024). Prepared grant materials on behalf of a grassroots, community-led organization working to address issues of Environmental Justice (EJ) for Low-Income Public Housing residents in the City of Bridgeport.

Grant Specialist, Clean Water State Revolving Loan Fund (CWSRF), Massachusetts (June 2024-Present). Preparation and submission of Project Evaluation Form (PEF), and PFAS Planning application on behalf of Barnstable County for a remediation project addressing emerging contaminants.

Grant Specialist, DOT PROTECT Discretionary Grant Program, New Hampshire, Rhode Island, and Connecticut (July-Aug 2023). Managed three applications on behalf of municipal and State Department of Transportation (DOT) clients. Drafted narrative and support letter templates. Coordinated development of budgets, cost estimates, technical support documents, and background materials. Applications included a planning project for Connecticut Route 113 in the Town of Stratford and two At-Risk Coastal Infrastructure projects in Rhode Island and New Hampshire. Two out of the three applications were awarded, totaling $31 Million.

Grant Specialist, EPA Brownfield Cleanup Grant, Rhode Island (Oct-Nov 2022). Grant writer for affordable housing developer's application to EPA's Brownfield Cleanup program. Assisted client to complete required community outreach and obtain state approvals and categorizations on schedule.

RESUME

Jesse D. Graham, P.E.

Geotechnical Engineer/Senior Project Manager

Summary of Experience

Mr. Graham has been involved in geotechnical engineering and engineering geology projects for over 15 years and has conducted many investigations for deep and shallow excavations, building foundations, retaining walls, highways, bridge structures, tunnels, storm water detention and infiltration structures, and other civil works projects. His experience includes subsurface improvement and characterization for geotechnical and environmental projects using both invasive and non-destructive testing methods in both soil and rock conditions.

Education

B.S., 2004, Geology and Geophysics, University of Wisconsin-Madison

B.S., 2005, Geological Engineering, University of Wisconsin-Madison

M.S., 2010, Civil Engineering, Arizona State University-Tempe

Licenses & Registrations

Professional Engineer,
Wisconsin, No. 41826-006
Illinois, No. 062.065431
Arizona, No. 51568
Washington, No. 47865
Oklahoma, No. 27644
Minnesota, No. 52217
Texas, No. 127131

Areas of Specialization

- Subsurface Characterization
- Shallow and Deep Foundation Analysis
- Retaining Wall Analysis & Design
- Geotechnical Instrumentation
- Geophysical Testing
- Pavement Design

Relevant Project Experience

SUBSURFACE IMPROVEMENT

Earthen Embankment Grouting, Confidential Client/Site, Northwestern Ohio. Mr. Graham designed a grouting program for an existing earthen embankment for a tailings pond at an operating mine in northwestern Ohio. The grouting program was designed to retard movement of groundwater through an existing open-graded toe-drain. Mr. Graham developed the grouting program and wrote project specifications for the program. Mr. Graham later aided in the onsite quality control/quality assurance program, including documentation of grouting volumes and pressures and material testing.

833 East Development, Milwaukee, Wisconsin. Mr. Graham was the lead field engineer and aided in the analysis and report writing of a proposed new multi-story skyscraper to be located in downtown Milwaukee. Field work included multiple deep borings (approximately 100 feet below ground surface [bgs]) and associated pressuremeter testing to determine the maximum allowable bearing capacity for the proposed structure. Pressuremeter analysis performed by Mr. Graham allowed for significantly increased bearing capacities and negated the need for deep foundations. Analysis indicated that the proposed structure could safely be supported on a combination of shallow spread-type footings and a large mat-type foundation.

The North End Phase III, IV and IV, Milwaukee, Wisconsin. Mr. Graham was the lead field engineer and aided in the analysis and report writing of a proposed new, multi-story, residential and commercial development to be located in Milwaukee. Field work included multiple borings and review of previous field work conducted at the site by GZA and other firms. Mr. Graham aided in development of recommendations for the driven-pile deep foundation system, earth retention and dewatering of the excavation at the site. Ongoing field work during construction included analysis and recommendations for urban fill removal and repair of damaged subgrade soils. New sheet-pile retaining walls were included in the development along the Milwaukee river as part of the new Riverwalk.

Tailings Pond Impoundment Embankment, Confidential Client, McCook, Illinois. Mr. Graham was the lead design engineer for an eighty-foot high earthen embankment for containment of mine tailings slurry at an active mine. Mr. Graham performed analysis on the existing soil and rock at the site and borrow materials for use as building materials for the embankment. Mr. Graham evaluated the planned embankment for seepage control and slope stability in a variety of conditions including rapid drawdown and seismic loading. The planned embankment required Illinois Department of Natural Resources and Army Corps of Engineers review and was approved without additional alterations. The embankment is planned for construction in summer 2021.

Robert C. Blakely, PG

Senior Project Manager

Summary of Experience

Mr. Blakely has over 16 years of experience in the environmental consulting and engineering industry. Rob has managed a wide variety of construction, remediation, and geologic projects. Mr. Blakely possesses extensive industry-specific technical knowledge combined with project management expertise and strong business acumen. Rob has extensive experience in the field which allows him to bring a practical and pragmatic approach to projects.

Education

B.S., Geology & Geophysics
University of Wisconsin - Madison
M.B.A., General Management
University of California - Davis

Certifications & Training

Professional Geologist (MN, WI, CA)
Asbestos Inspector – Minnesota
OSHA 40-Hour HAZWOPER Certification
ASTM ESA Training
ASTM E2018-15 PCA Training

Areas of Specialization

- Phase I and Phase II Environmental Site Assessments
- Environmental Remediation
- Vapor Intrusion & Mitigation
- Voluntary Investigations and Cleanup
- In-situ Chemical Oxidation and Reductive Dechlorination
- Groundwater Remediation System Construction & Monitoring
- Construction Stormwater Compliance & BMP Design/Installation

Experience Prior to GZA

PROGRAM MANAGEMENT

Mr. Blakely has overseen the management of more than 250 projects involving site assessments, investigation, remediation and/or storm water compliance for numerous client market sectors. He has led a team of four project managers and support staff focusing on scope, schedule, and budget development and maintenance. He was responsible for coaching his team analytical, communication, strategic planning, and client relationship skills. He has performed program management activities including budgeting, proposal preparation, and invoice preparation, and he has developed, implemented, and maintained organizational processes and procedures.

SITE ASSESSMENT AND INVESTIGATION MANAGEMENT

Mr. Blakely's experience includes the development, management, and third-party review of Phase I Site Assessments and Phase II soil vapor, soil, and groundwater Site Investigations for agricultural, industrial, manufacturing, commercial, and residential sites. He has negotiated expedient and cost-effective solutions by working closely and collaboratively with several local and state agencies. He has performed sampling activities, water level measurements, routine maintenance, and troubleshooting activities for soil vapor and groundwater extraction systems. He has performed numerous hydrogeologic testing activities, including slug testing and water pressure probe installation. He has authored proposals, work plans, health and safety plans, and completion reports for investigations and remedial activities.

REMEDIATION MANAGEMENT

Mr. Blakely has designed, budgeted, coordinated, and implemented complex soil and groundwater remedial activities using various methods and treatment chemistries. He has performed numerous field activities including ex-situ and in-situ treatment chemistry application for destruction of a wide variety of recalcitrant hazardous compounds and has a working knowledge of a wide variety of treatment chemistries used for oxidation, reductive dechlorination, and bioremediation. Mr. Blakely has also acted as the lead construction manager and technical advisor on numerous soil and groundwater remediation system design, installation, O&M, and demolition projects using various treatment technologies to address soil and groundwater impacted by petroleum hydrocarbons, fuel oxygenates, and volatile organic compounds at multiple active and inactive retail service station sites. He has managed all contractual and budgetary aspects of the remediation system designs and construction. The remediation designs include groundwater, soil vapor, dual-phase, and free-product extraction, air sparging, and proprietary technologies coupled with granular activated carbon and oxidizer contaminant destruction.

Sean M. Leary

Associate Principal, Vice President – Transaction Risk Management

Summary of Experience

Sean Leary is an Associate Principal, VP of Transaction Risk Management with nearly 15-years of experience providing environmental/real estate due diligence and remediation consulting services. His educational background includes degrees in both environmental science and biology. Mr. Leary also serves as a national instructor for ASTM International, where he teaches 1, 2- and 3-day Environmental Site Assessment (ESA) courses to Environmental Professionals and users across the nation.

Mr. Leary has developed an expertise in environmental due diligence, specifically in the conduct and management of Phase I and Phase II ESAs. Mr. Leary's environmental due diligence experience is extensive, including completion, management, and review of thousands of Phase I ESAs and hundreds of Phase II Investigations spanning over 35-states. His due diligence consulting expertise also includes review and management of hundreds of Property Condition Assessments (PCAs) across the nation.

Mr. Leary has also managed complex site investigations and remedial projects, including installation of vapor mitigation systems, underground storage tank removals, petroleum release investigation and cleanup, brownfield site investigation, cleanup, and redevelopment. Mr. Leary also has experience in the management and completion of PCAs, and assessments for asbestos, mold, lead based paint, lead-in-water, radon, and wetlands. He is well versed in risk-based site evaluation and has a demonstrated track record of securing liability assurances and regulatory approvals through various State Voluntary Investigation and Cleanup and Brownfields Redevelopment programs.

Mr. Leary regularly attends continuing education seminars relevant to the field, including in such areas as vapor investigation and mitigation, brownfields remediation, emerging contaminants evaluation, technology in the industry, human resources, Small Business Administration policies and procedures, lender risk management, asbestos inspection, State dry cleaner programs, integration of environmental into appraisal valuation, integration of environmental and construction, and ASTM E2018-15 PCA Training.

Relevant Project Experience

- Expert in the conduct and management of environmental due diligence projects including Phase I ESAs, Phase II Subsurface Investigations, PCAs, and assessments for asbestos, lead paint, radon, water intrusion/mold, lead in drinking water, wetlands, and vapor intrusion/encroachment.
- Versed in U.S. Small Business Administration, Freddie Mac/Fannie Mae, U.S. Housing and Urban Development, and lender standards on Phase I ESAs.
- Phase I project experience includes thousands of properties, including large multi-site portfolios, gasoline filling stations, large industrial facilities with over 1,000,000 square feet, automotive service facilities, dry cleaners, machine shops, retail centers, farmland, golf courses, large vacant tracts targeted for new development, and a range of office, warehouse, residential, and industrial properties.
- Proficient in risk-based site evaluation with demonstrated success in securing regulatory liability assurances and facilitating environmental risk management in preparation of a sale, prospective purchase, refinance, foreclosure, new lease, or development

Education

B.A., Environmental Studies (major)
Biology (minor), SJU, 2006

Areas of Specialization

- Environmental Due Diligence (ESAs)
- Real Estate Due Diligence (PCAs)
- Environmental Remediation
- ASTM Training
- Phase I/II Assessments
- Vapor Mitigation System Installation
- Underground Storage Tank Removal
- Petroleum Release Investigations
- Property Condition Assessments
- Brownfield Site Investigations
- Geotechnical Evaluations
- Stormwater Evaluations

Affiliations/Memberships

- ASTM Committee E50 on Environmental Assessment
- Environmental Banker's Association Board of Governors

APPENDIX B | PRICING & TIMELINE

GZA Cost Estimate for Austin Port Authority Brownfield Cleanup Grant

OVERVIEW

This cost estimate is organized into two major tasks and phased chronologically to match the project structure in our technical proposal:

Task 1: Grant Application, Management, and Reporting
Task 2: Cleanup Planning, Implementation, and Closeout

Each task includes activities across three phases:
Phase I: Pre-Cleanup
Phase II: During Cleanup
Phase III: Post-Cleanup

TASK 1: GRANT APPLICATION, MANAGEMENT, AND REPORTING

Phase I: Pre-Cleanup (Application Development)

Subtask	Hours		Cost
Project Kickoff & Data Review	12	$	2,250
Draft Application Preparation	52	$	9,300
Community Outreach & Public Meeting	16	$	3,000
Application Review & Finalization	18	$	3,200
Subtotal Phase I	**98**	**$**	**17,750**

Phase II: During Cleanup (Grant Management)

Subtask	Hours		Cost
Post-Award Communications & Work Plan	20	$	3,800
Monthly ACRES Reporting (4 years)	72	$	13,000
Quarterly Grant Reporting	104	$	20,000
Annual Reporting	100	$	20,000
Subtotal Phase II	**296**	**$**	**56,800**

Phase III: Post-Cleanup (Closeout)

Subtask	Hours		Cost
Final Grant Report	30	$	5,500
Subtotal Phase III	**30**	**$**	**5,500**

Task 1 Total:	**$**	**80,050**

(Grant labor + travel expenses)

TASK 2: CLEANUP PLANNING, IMPLEMENTATION, AND CLOSEOUT

Phase I: Pre-Cleanup (Planning Documents)

Subtask	Est. Hours		Cost
Prepare Site-Specific QAPP	40	$	6,400
Prepare HASP	20	$	3,250
Prepare RAP & CCP	60	$	9,800
Contractor Coordination & Bid Package	40	$	6,800
Subtotal Phase I	**160**	**$**	**26,250**

Phase II: During Cleanup (Implementation)

Subtask	Est. Hours		Cost
Project Management	20	$	3,200
Field Oversight (10 site days)	100	$	11,750
Confirmation Sampling & Lab Coordination	50	$	7,500
Community Engagement (3 meetings + 1 public)	24	$	3,800
Subtotal Phase II	**194**	**$**	**26,250**

Estimated Subcontractor Costs:

Item	Quantity		Cost
Soil Excavation, Hauling & Disposal	1,000 CY @ $40	$	40,000
Analytical Laboratory (estimated)	40	$	4,800
Trucking / Debris Screening	Lump Sum	$	8,000
Site Security / Fencing	Lump Sum	$	5,000
Dust & Erosion Control	Lump Sum	$	3,000
Subcontractor Subtotal	—	**$**	**60,800**

Phase III: Post-Cleanup (Reporting)

Subtask	Est. Hours		Cost
RAP Implementation Report	40	$	6,400
Subtotal Phase III	—	**$**	**6,400**

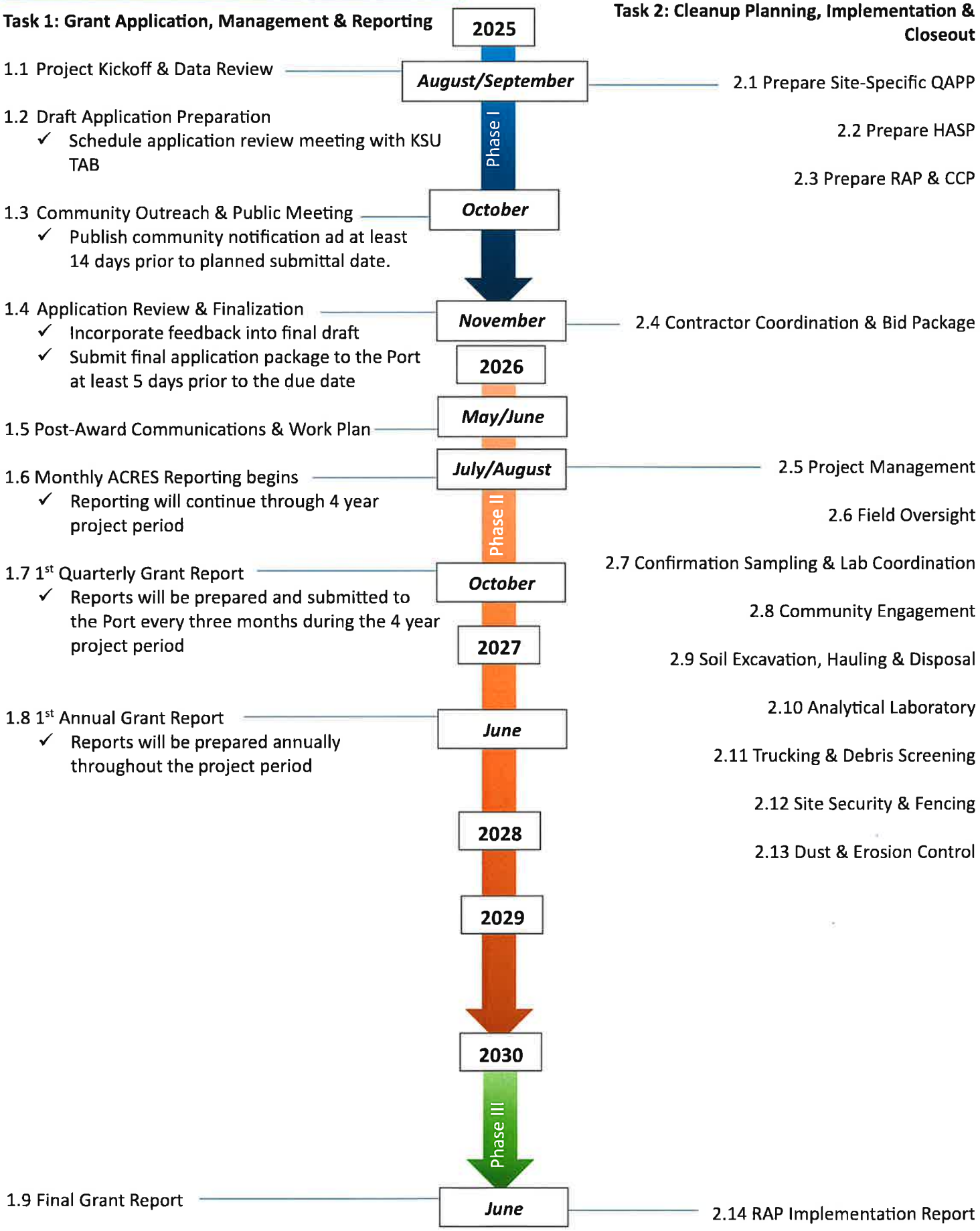
Task 2 Total (GZA + Subcontractor):	**$**	**119,700**

PROJECT TOTAL (Task 1 + Task 2)

Category		Cost
Task 1: Grant Application & Management	$	80,050
Task 2: Cleanup Planning & Implementation	$	119,700
Total Estimated Project Cost	**$**	**199,750**

Note: Costs are based on known scope and reasonable assumptions for cleanup volumes and rates. Actual subcontractor costs may vary based on final development plans and field conditions.

PROJECT TIMELINE



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7505 Metro Boulevard, Suite 300
Edina, MN 55439

GZA GEOENVIRONMENTAL, INC.
MINNESOTA OFFICE
2025 FEE SCHEDULE

Labor	Per Hour
Associate Principal 1	$240
Associate Principal 2	$220
Senior Project Manager	$185
Project Manager	$160
Construction Project Manager	$150
Senior Construction Project Manager	$180
Construction Manager I	$150
Construction Manager II	$135
Assistant Project Manager	$135
Senior Field Supervisor	$150
Senior Field Staff	$130
Planner I	$130
Scientist I/ Project Environmental Scientist/ Scientist I	$125
Engineer I/ Project Engineer/ Engineer	$125
Scientist II/ Environmental Scientist/ Junior Scientist	$110
Engineer II/ Staff Engineer	$110
Planner II	$105
Administrative Manager	$120
Senior Administrative Assistant	$120
Administrative Assistant II	$85

Equipment/Expenses

Mileage	$0.96/mile
Health and Safety (gloves, baggies, steel toed boots, hard hat, etc.)	$10/day
Cox Colvin Vapor Pins	$50/each
Coring Drill, Other Sampling Tools	$50/day
Photoionization Detector	$100/day
Other Expenses	Cost plus 15%
Drilling/Laboratory Subcontractors	Cost plus 15%
Remediation	Quoted per project
Indoor Air Quality Testing Equipment & Supplies	Quoted per project