



ECONOMIC PLANNING & DEVELOPMENT COMMITTEE MEETING

MONDAY, AUGUST 2, 2021 | 6 PM

3rd Committee Meeting

The Committee will meet in the Mauldin City Hall at 5 East Butler Road in the Council Chambers

The meeting will be available remotely through Zoom. Please visit the City's website at [https:// cityofmauldin.org/your-government/meeting-minutes-agendas/](https://cityofmauldin.org/your-government/meeting-minutes-agendas/) to access the meeting via audio and videoconferencing.

**ECONOMIC PLANNING & DEVELOPMENT COMMITTEE MEETING
AUGUST 2, 2021, 6PM
CITY HALL - COUNCIL CHAMBERS**

Committee Members: Taft Matney (Chair), Jason Kraeling, Diane Kuzniar

- | | |
|---|-------------------------|
| 1. <u>Call to Order</u> | Chairperson Taft Matney |
| 2. <u>Public Comment</u> | Chairperson Taft Matney |
| 3. <u>Reading and Approval of Minutes</u>
a. Economic Planning & Development Committee
Meeting: July 12, 2021 [Pages 3-4] | Chairperson Taft Matney |
| 4. <u>Reports or Communications from City Officers</u>
a. Economic Development Department Director Van
Broad
i. Budget Review | Chairperson Taft Matney |
| 5. <u>Unfinished Business</u>
There is no unfinished business. | Chairperson Taft Matney |
| 6. <u>New Business</u>
a. Acceptance of Utility Tax Credits [Page 5]
b. EPA Brownfields Grant [Pages 6-57]
c. Cultural Center Renovations [Pages 58-66] | Chairperson Taft Matney |
| 7. <u>Public Comment</u> | |
| 8. <u>Committee Concerns</u> | |
| 9. <u>Adjournment</u> | |

ECONOMIC PLANNING & DEVELOPMENT COMMITTEE MEETING
JULY 12, 2021, 6PM
CITY HALL - COUNCIL CHAMBERS
5 E. BUTLER ROAD

Committee Members present: Taft Matney (Chair), Jason Kraeling, Diane Kuzniar

Others present: Brandon Madden, City Administrator

1. Call to Order- Chairman Matney
2. Public Comment- None
3. Reading and Approval of Minutes

- a. Economic Planning & Development Committee Meeting: June 7, 2021

Motion: Councilwoman Kuzniar made a motion to approve the minutes with Councilman Kraeling seconding.

Vote: The vote was unanimous (3-0).

4. Reports or Communications from City Officers
 - a. Economic Development Department Director Van Broad
 - i. Budget Review

Mr. Madden reported the budget is in-line.

5. Unfinished Business
There is no unfinished business.

6. New Business
 - a. Resolution for Agreement with Crawford Strategies
This is an agreement for City branding and marketing.

Motion: Councilwoman Kuzniar made a motion to send this item to Council with Councilman Kraeling seconding.

Vote: The vote was unanimous (3-0).

- b. Maintenance Agreement with SC Department of Transportation

The City entered into a Development Agreement with Centerpoint Land, Inc. (the "Developer"), on December 19, for the construction of a public bridge to be used for public pedestrian and bicycling purposes .

Subsequently, in furtherance of the construction of the Bridge, the Developer entered into an agreement for the Design & Construction of Bridgeway Station Pedestrian Bridge with United Infrastructure Group, Inc. (the "Contractor").

SCDOT is currently reviewing the plans and specifications for the construction of the Bridge to issue a permit to the Contractor to commence the construction. A component of this process is the approval of a maintenance agreement for the Bridge between the City and SCDOT.

Chairman Matney said this is being done via the development agreement. On the bottom of page 28 number 18 on subsection there is wording that says "If it becomes necessary for City to alter or remove the Bridge to accommodate SCDOT's needs for the primary use of I-385 or its expansion, such alteration or removal shall be done at the sole expense of City. If and when the Bridge and its associated approaches and structures must be altered or removed, the highway and facilities shall be immediately restored to their original condition at City's expense." Chairman Matney said if the bridge needs to be altered to meet DOT's needs, this should not be an expense of the City.

Motion: Chairman Matney made a motion to amend this agreement to strike that section. Councilman Kraeling seconded the motion.

Vote: The vote was unanimous (3-0).

Motion: Councilwoman Kuzniar made a motion to send this item as amended to Council with Councilman Kraeling seconding.

Councilman Kraeling asked who would be liable if a vehicle damaged the bridge. Mr. Madden said the City would be responsible for the repairs. The City is the owner. Of course, the bridge will be insured.

Vote: The vote was unanimous (3-0).

7. Public Comment- None
8. Committee Concerns- None
9. Adjournment- Chairman Matney adjourned the meeting.

Respectfully Submitted,

Cindy Miller
Municipal Clerk

ECONOMIC PLANNING & DEVELOPMENT COMMITTEE

AGENDA ITEM SUMMARY

MEETING DATE: August 2, 2021
AGENDA ITEM: 6a

TO: Economic Planning & Development Committee
FROM: Community Development Director Van Broad
SUBJECT: Acceptance of Utility Tax Credits

REQUEST

Consideration and action on the acceptance of utility tax credits (UTC) from Duke Energy totaling \$100,000.

HISTORY/BACKGROUND

In an effort to incentive economic development in the City, staff works with utility companies to obtain utility tax credits that can be used to assist with local development projects. The City has received and expended UTC funding over the past years for economic development projects. To date, funds have been used for:

- MP Husky project
- Trane/Alo project
- Brookfield Oaks Drive projects

Historically, partners in UTC funding sources have been: Duke Energy; LEC (Laurens Electric Coop); and Piedmont Natural Gas.

ANALYSIS or STAFF FINDINGS

The City applied for and received utility tax credits from Duke Energy (\$50,000) and Piedmont Natural Gas (\$50,000), totaling \$100,000 to assist in funding the construction of two speculative industrial buildings (e.g., Access Point).

The Access Point project includes over 600,000 sq. ft. of manufacturing and industrial warehousing. UTC funds can only be received and expended through a local municipality or government agency.

FISCAL IMPACT

Negligible. In order for the City to utilize the funds, the City Council has to accept them and authorize the expenditure of the funds for approved infrastructure improvements.

RECOMMENDATION

Approval of the acceptance and expenditure of \$100,000 in utility tax credits for the Access Point speculative manufacturing/industrial buildings.

ATTACHMENTS

None.

ECONOMIC COMMUNITY DEVELOPMENT COMMITTEE

AGENDA ITEM

MEETING DATE: August 2, 2021

AGENDA ITEM: 6b

To: Economic Community Development Committee

From: Community Development Director Van Broad

Subject: Environmental Protection Agency (EPA) Brownfields Grant

REQUEST

Consideration and action on approval of receipt and expenditure of \$300,000 Brownfields Grant

HISTORY/BACKGROUND

The City of Mauldin has submitted three series of grant request to the EPA Commission, in coordination with Terracon Environmental Group, over the last four years. This third submittal resulted in an award of \$300,000 in EPA funding to assist in a brownfields study and mitigation in the City Center district. A project plan, budget, and implementation process plan was submitted to EPA and approved as well. The City will submit an RFP (Request for Proposals) to solicit a management team to assist in the scope and plan of the funds. There is no local match.

ANALYSIS or STAFF FINDINGS

The City has been awarded a \$300,000 EPA Brownfields grant.

FISCAL IMPACT

Awarded in 2021, budget, project plan and work submitted and approved by EPA. Approval of the grant will allow for accepting the grant funds and approval of the attendant expenditures.

RECOMMENDATION

Approval of the \$300,000 in EPA Brownfields funding and expenditure of the grant funds once a qualified management team is secured to manage the grant.

ATTACHMENTS

Work Plan

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
--	--	--

* 3. Date Received: <input type="text"/> Completed by Grants.gov upon submission.	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/> BF
--	--

State Use Only:

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

8. APPLICANT INFORMATION:

* a. Legal Name: <input type="text"/> City of Mauldin	
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/> 57-0445708	* c. Organizational DUNS: <input type="text"/> 0807756790000

d. Address:

* Street1:	<input type="text"/> 5 E Butler Rd
Street2:	<input type="text"/>
* City:	<input type="text"/> Mauldin
County/Parish:	<input type="text"/> Greenville
* State:	<input type="text"/> SC: South Carolina
Province:	<input type="text"/>
* Country:	<input type="text"/> USA: UNITED STATES
* Zip / Postal Code:	<input type="text"/> 29662-2401

e. Organizational Unit:

Department Name: <input type="text"/> Community Development	Division Name: <input type="text"/>
--	--

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: <input type="text"/> Mr.	* First Name: <input type="text"/> Van
Middle Name: <input type="text"/>	
* Last Name: <input type="text"/> Broad	
Suffix: <input type="text"/>	

Title: <input type="text"/> Community Development Director
--

Organizational Affiliation: <input type="text"/>

* Telephone Number: <input type="text"/> 8642898903	Fax Number: <input type="text"/>
---	----------------------------------

* Email: <input type="text"/> vbroad@mauldincitysc.com
--

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

*** 12. Funding Opportunity Number:**

EPA-OLEM-OBLR-20-06

* Title:

FY21 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

FY21 City of Mauldin Brownfield Assessment Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="300,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="300,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 02/28/2022

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Brownfield Assessment Grant	66.818	\$ []	\$ []	\$ 300,000.00	\$ []	\$ 300,000.00
2. []	[]	[]	[]	[]	[]	[]
3. []	[]	[]	[]	[]	[]	[]
4. []	[]	[]	[]	[]	[]	[]
5. Totals		\$ []	\$ []	\$ 300,000.00	\$ []	\$ 300,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Brownfield Assessment Grant				
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel	5,000.00				5,000.00
d. Equipment					
e. Supplies	1,500.00				1,500.00
f. Contractual	293,500.00				293,500.00
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)	300,000.00				\$ 300,000.00
j. Indirect Charges					\$
k. TOTALS (sum of 6i and 6j)	\$ 300,000.00	\$	\$	\$	\$ 300,000.00
7. Program Income	\$	\$	\$	\$	\$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES

	(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
12. TOTAL (sum of lines 8-11)		\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input type="text"/>				
14. Non-Federal	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input type="text"/>				

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

	(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
		(b)First	(c) Second	(d) Third	(e) Fourth
16.	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
17.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
20. TOTAL (sum of lines 16 - 19)		\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: <input type="text"/>	22. Indirect Charges: <input type="text"/>
23. Remarks: <input type="text"/>	

Preaward Compliance Review Report for All Applicants and Recipients Requesting EPA Financial Assistance

Note: Read Instructions before completing form.

I. A. Applicant/Recipient (Name, Address, City, State, Zip Code)

Name:

Address:

City:

State: Zip Code:

B. DUNS No.

II. Is the applicant currently receiving EPA Assistance? Yes No

III. List all civil rights lawsuits and administrative complaints pending against the applicant/recipient that allege discrimination based on race, color, national origin, sex, age, or disability. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

IV. List all civil rights lawsuits and administrative complaints decided against the applicant/recipient within the last year that allege discrimination based on race, color, national origin, sex, age, or disability and enclose a copy of all decisions. Please describe all corrective actions taken. (Do not include employment complaints not covered by 40 C.F.R. Parts 5 and 7.)

V. List all civil rights compliance reviews of the applicant/recipient conducted by any agency within the last two years and enclose a copy of the review and any decisions, orders, or agreements based on the review. Please describe any corrective action taken. (40 C.F.R. § 7.80(c)(3))

VI. Is the applicant requesting EPA assistance for new construction? If no, proceed to VII; if yes, answer (a) and/or (b) below.

Yes No

a. If the grant is for new construction, will all new facilities or alterations to existing facilities be designed and constructed to be readily accessible to and usable by persons with disabilities? If yes, proceed to VII; if no, proceed to VI(b).

Yes No

b. If the grant is for new construction and the new facilities or alterations to existing facilities will not be readily accessible to and usable by persons with disabilities, explain how a regulatory exception (40 C.F.R. 7.70) applies.

VII. Does the applicant/recipient provide initial and continuing notice that it does not discriminate on the basis of race, color, national origin, sex, age, or disability in its program or activities? (40 C.F.R 5.140 and 7.95) Yes No

a. Do the methods of notice accommodate those with impaired vision or hearing? Yes No

b. Is the notice posted in a prominent place in the applicant's offices or facilities or, for education programs and activities, in appropriate periodicals and other written communications? Yes No

c. Does the notice identify a designated civil rights coordinator? Yes No

VIII. Does the applicant/recipient maintain demographic data on the race, color, national origin, sex, age, or handicap of the population it serves? (40 C.F.R. 7.85(a)) Yes No

IX. Does the applicant/recipient have a policy/procedure for providing access to services for persons with limited English proficiency? (40 C.F.R. Part 7, E.O. 13166) Yes No

X. If the applicant is an education program or activity, or has 15 or more employees, has it designated an employee to coordinate its compliance with 40 C.F.R. Parts 5 and 7? Provide the name, title, position, mailing address, e-mail address, fax number, and telephone number of the designated coordinator.

Mark Putnam, HR Director; PO BOX 249 Mauldin SC , 29662, 864-361-5402
mputnam@mauldincitysc.com

XI. If the applicant is an education program or activity, or has 15 or more employees, has it adopted grievance procedures that assure the prompt and fair resolution of complaints that allege a violation of 40 C.F.R. Parts 5 and 7? Provide a legal citation or Internet Address for, or a copy of, the procedures.

Yes, the city has an employee handbook that allows for grievances. Article VI: page 21 and following, see attached.

For the Applicant/Recipient

I certify that the statements I have made on this form and all attachments thereto are true, accurate and complete. I acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law. I assure that I will fully comply with all applicable civil rights statutes and EPA regulations.

A. Signature of Authorized Official

Completed by Grants.gov upon submission.

B. Title of Authorized Official

Community Development Director

C. Date

Completed by Grants.gov upon submission.

For the U.S. Environmental Protection Agency

I have reviewed the information provided by the applicant/recipient and hereby certify that the applicant/recipient has submitted all preaward compliance information required by 40 C.F.R. Parts 5 and 7; that based on the information submitted, this application satisfies the preaward provisions of 40 C.F.R. Parts 5 and 7; and that the applicant has given assurance that it will fully comply with all applicable civil rights statutes and EPA regulations.

A. *Signature of Authorized EPA Official

B. Title of Authorized Official

C. Date

*** See Instructions**

Instructions for EPA FORM 4700-4 (Rev. 06/2014)

General. Recipients of Federal financial assistance from the U.S. Environmental Protection Agency must comply with the following statutes and regulations.

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Act goes on to explain that the statute shall not be construed to authorize action with respect to any employment practice of any employer, employment agency, or labor organization (except where the primary objective of the Federal financial assistance is to provide employment). Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act provides that no person in the United States shall on the ground of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under the Federal Water Pollution Control Act, as amended. Employment discrimination on the basis of sex is prohibited in all such programs or activities. Section 504 of the Rehabilitation Act of 1973 provides that no otherwise qualified individual with a disability in the United States shall solely by reason of disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. Employment discrimination on the basis of disability is prohibited in all such programs or activities. The Age Discrimination Act of 1975 provides that no person on the basis of age shall be excluded from participation under any program or activity receiving Federal financial assistance. Employment discrimination is not covered. Age discrimination in employment is prohibited by the Age Discrimination in Employment Act administered by the Equal Employment Opportunity Commission. Title IX of the Education Amendments of 1972 provides that no person in the United States on the basis of sex shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Employment discrimination on the basis of sex is prohibited in all such education programs or activities. Note: an education program or activity is not limited to only those conducted by a formal institution. 40 C.F.R. Part 5 implements Title IX of the Education Amendments of 1972. 40 C.F.R. Part 7 implements Title VI of the Civil Rights Act of 1964, Section 13 of the 1972 Amendments to the Federal Water Pollution Control Act, and Section 504 of The Rehabilitation Act of 1973. The Executive Order 13166 (E.O. 13166) entitled; "Improving Access to Services for Persons with Limited English Proficiency" requires Federal agencies work to ensure that recipients of Federal financial assistance provide meaningful access to their LEP applicants and beneficiaries.

Items "Applicant" means any entity that files an application or unsolicited proposal or otherwise requests EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Recipient" means any entity, other than applicant, which will actually receive EPA assistance. 40 C.F.R. §§ 5.105, 7.25. "Civil rights lawsuits and administrative complaints" means any lawsuit or administrative complaint alleging discrimination on the basis of race, color, national origin, sex, age, or disability pending or decided against the applicant and/or entity which actually benefits from the grant, but excluding employment complaints not covered by 40 C.F.R. Parts 5 and 7. For example, if a city is the named applicant but the grant will actually benefit the Department of Sewage, civil rights lawsuits involving both the city and the Department of Sewage should be listed. "Civil rights compliance review" means any review assessing the applicant's and/or recipient's compliance with laws prohibiting discrimination on the basis of race, color, national origin, sex, age, or disability. Submit this form with the original and required copies of applications, requests for extensions, requests for increase of funds, etc. Updates of information are all that are required after the initial application submission. If any item is not relevant to the project for which assistance is requested, write "NA" for "Not Applicable." In the event applicant is uncertain about how to answer any questions, EPA program officials should be contacted for clarification. * Note: Signature appears in the Approval Section of the EPA Comprehensive Administrative Review For Grants/Cooperative Agreements & Continuation/Supplemental Awards form.

EPA KEY CONTACTS FORM

Authorized Representative: *Original awards and amendments will be sent to this individual for review and acceptance, unless otherwise indicated.*

Name: Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:

Complete Address:
Street1:
Street2:
City: State:
Zip / Postal Code: Country:
Phone Number: **Fax Number:**
E-mail Address:

Payee: *Individual authorized to accept payments.*

Name: Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:

Complete Address:
Street1:
Street2:
City: State:
Zip / Postal Code: Country:
Phone Number: **Fax Number:**
E-mail Address:

Administrative Contact: *Individual from Sponsored Programs Office to contact concerning administrative matters (i.e., indirect cost rate computation, rebudgeting requests etc).*

Name: Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:

Complete Address:
Street1:
Street2:
City: State:
Zip / Postal Code: Country:
Phone Number: **Fax Number:**
E-mail Address:

EPA KEY CONTACTS FORM

Project Manager: *Individual responsible for the technical completion of the proposed work.*

Name: Prefix: First Name: Middle Name:

Last Name: Suffix:

Title:

Complete Address:

Street1:

Street2:

City: State:

Zip / Postal Code: Country:

Phone Number: **Fax Number:**

E-mail Address:

Brownfields Assessment Cooperative Agreement Work Plan

June 23, 2021

Submitted by:
City of Mauldin, South Carolina
5 East Butler Road
Mauldin, SC 29662

Van Broad, Community Development Director
Mauldin Planning and Economic Development
(864) 289-8903
vbroad@mauldincitysc.com

Cooperative Agreement Number: # provided by EPA

TABLE OF CONTENTS

1.0 PROJECT OVERVIEW

- 1.1 Project Description
- 1.2 Project Team Structure and Responsibilities
- 1.3 Measuring Environmental Results: Outputs and Outcomes
- 1.4 Budget
- 1.5 Pre-Award Costs

2.0 PROJECT TASK DESCRIPTIONS

- Task 1 Outreach
- Task 2 Site Inventory
- Task 3 Assessment
- Task 4 Remediation/Reuse Planning
- Task 5 Programmatic Support

3.0 SCHEDULE

Attachments

- 1. Budget Table for Work Plan Tasks
- 2. Schedule of Activities and Deliverables
- 3. Preparing Your Brownfields Community Plan: Involving Your Community

1.0 PROJECT OVERVIEW

The City of Mauldin (City) requested \$300,000 in assessment funding to perform community-wide hazardous substance and petroleum assessments on multiple brownfield sites within its jurisdiction, with an emphasis on the Central Redevelopment District target area. The City is proposing a three-year time frame in which to complete community outreach, a brownfield site inventory, Phase I and Phase II Environmental Site Assessments (ESA), as well as cleanup planning if needed. Awarded funding will support economic development projects expected to generate positive outcomes for the community.

1.1 Project Description

With a population of 25,009 and located in the upstate of South Carolina, Mauldin was a historic pass-through for travelers between Greenville and Laurens along Highway 276 (Main Street). As development grew along this corridor, the city began to take shape and commerce and industry began to thrive, but a true city center never emerged, stunting the community's ability to consolidate as a cultural center. Mauldin's recent initiative and priority redevelopment project, the City Center, will solve this problem by creating a downtown area integrated into residents' lives.

The target area for this grant application is Mauldin's Central Redevelopment District (Census Tract 29.03, Block Group 1), which includes the planned City Center development, the adjoining commercial corridors (Main Street and Butler Road), and a residential area that is home to 2,784 residents. Mauldin was a major thoroughfare in the upstate for over 100 years, and a significant number of historic filling stations and automotive repair shops litter the target area, creating a plethora of brownfield challenges.

The City recognizes the need to redevelop the target area by addressing brownfield properties. The Comprehensive Plan identified the City Center development and commercial corridor (Main Street) as priority investment areas, and the emphasis on these areas led the City to develop the Main Street Corridor Plan and the Downtown Master/City Center Plan. The Main Street Corridor Plan outlines steps to improve the physical appearance and function of Main Street. This plan included a market analysis, as the City recognizes the importance of economic development in the primary commercial corridor. This market analysis identified the services sector (dining and shopping) as the first key opportunity for development. To facilitate growth in a community with limited space to grow, the City must focus on infill by addressing the vacant, blighted structures and potential environmental risks in this crowded corridor. Assessment, cleanup, and the eventual redevelopment of brownfields within the target area will allow for the advancement of the City's goals and capitalize on the opportunities outlined in these two plans. Many of the structures located within the 24-acre city block are vacant or underutilized, creating blight in an area the City has identified as its top redevelopment

priority. The proposed land-use plans for the **two priority sites** is to assess, remediate and redevelop for the purpose of using them in the City Center Redevelopment.

During the three-year grant period, funding is anticipated to cover the cost of up to twelve (12) ASTM-AAI compliant Phase I Environmental Site Assessments (ESAs), one (1) Generic Quality Assurance Project Plan (QAPP), eight (8) Phase II ESAs to include Site Specific QAPPs and four (4) Analysis of Brownfield Cleanup Alternatives (ABCA). This project aligns with the goals and redevelopment plans of the City.

1.2 Project Team Structure and Responsibilities

Community Development Director Mr. Van Broad will serve as Brownfields Project Director, responsible for timely and successful expenditure of funds and completion of administrative and financial requirements of the project. Mr. David Dyrhaug, Economic Development and Planning Coordinator, will serve as Brownfields Project Manager, assisting Mr. Broad in administering Mauldin's Brownfields Program. Mrs. Holly Abercrombie, the City's Finance Director, will assist with financial management and grant drawdowns through the ASAP system. A qualified environmental consultant will assist with the technical and reporting portions of the project.

Mr. Broad has a degree in Business and Music from the College of Charleston and has received a Certificate of Economic Development from the South Carolina Economic Development School. Mr. Broad has over 12 years of economic and community development experience. Mr. Dyrhaug has an undergraduate degree in Planning and Resource Management from Brigham Young University and a Master of City and Regional Planning from Clemson University. Mr. Dyrhaug has over 14 years of experience in planning and government administration. He is skilled in policy analysis, sustainability, urban planning, government, and strategic planning. Mrs. Abercrombie, a Certified Government Finance Officer through the Government Finance Officers Association of SC, has over 12 years of experience in local government and is proficient in the City's accounting software, accounting, payroll, accounts payable, and other reporting systems.

The City will advertise, solicit, and select a qualified environmental consultant to assist with the technical and reporting portions of the Brownfield Community-wide Assessment, in full compliance with Federal Procurement Standards.

The City will build a strong working relationship with the South Carolina Department of Health and Environmental Control (SCDHEC) through the implementation of this grant. The City will establish with the SCDHEC how they will receive copies of grant documentation and if they would like to be notified of state assessment activities. The City will provide SCDHEC the opportunity to review all technical reports, including QAPPs and

ABCAs. Through the SCDHEC Brownfields Program, developers and community members are educated in the benefits of the State incentives through entering into Brownfield Site Redevelopment Agreements and understanding brownfield designations. In addition, the SCDHEC will assist in the review and approval of petroleum site eligibility and provide technical assistance as needed. Developers who plan to conduct cleanup activities will be directed to the SCDHEC Brownfields Program. The State will identify cleanup standards and other requirements and will oversee cleanup activities. Correspondence with the State will be achieved by both electronic and hard copy documents; correspondence with EPA will primarily be achieved through electronic transmittal.

The City's Brownfields Team will coordinate a kick-off meeting to inform all members of the grant and its initiative. The terms and conditions of the Cooperative Agreement will be made available for review from 8:30am to 5pm, Monday through Friday at City Hall and will be discussed at the kickoff meeting. EPA, the Brownfield Project Team, City Development Team and Project Partners will work closely together and anticipates a minimum of eight Community Meetings throughout the grant period to ensure a progressive and consistent team effort. These project activities will be implemented and executed over a period of three years.

1.3 Measuring Environmental Results: Outputs/Outcomes

The expected Project Outputs to be measured during the grant period include the following:

- Number of community meetings held
- Number of advisory committee meetings held
- Number of Brownfield Sites identified
- Number of Phase I ESAs completed
- Number of Phase II ESAs completed
- Number of ABCAs completed

Primary outcomes for this project are anticipated to include up to twelve (12) Phase I ESAs, one (1) Generic QAPP, eight (8) Phase II ESAs with SS QAPPs and four (4) ABCAs. Associated activities include community/advisory meetings and education materials in support of the listed outcomes.

The expected Project Outcomes to be measured during the grant period include the following:

- Number of acres of land assessed
- Number of jobs created/retained
- Amount of tax revenue generated

- Number of acres of property remediated
- Amount of leveraged funding (private and public)
- Value of capital investment for redevelopment
- Acres of parks and greenspace preserved and created

Outcomes and outputs will be documented in a database maintained by the City during the three-year grant period and made available for the planning team to review.

Longer-term outputs may include the number of affordable housing units, business attraction, and job creation. It is unlikely these outputs will be completed within the project period, but the City can monitor such results as a measure of overall redevelopment activity.

1.4 Budget

The proposed budget in Attachment 1 reflects the Work Plan narrative and is consistent with Standard Form 424A and the budget justification worksheet submitted with the proposal and the Work Plan.

Category	Tasks					Totals
	<i>Outreach</i>	<i>Site Inventory</i>	<i>Assessment</i>	<i>Remediation/Reuse Planning</i>	<i>Programmatic Support</i>	
Travel					\$5,000	\$5,000
Supplies	\$1,500					\$1,500
Contractual	\$19,000	\$6,000	\$222,500	\$27,000	\$19,000	\$293,500
Total Budget	\$20,500	\$6,000	\$222,500	\$27,000	\$24,000	\$300,000

1.5 Pre-Award Cost

It is anticipated that pre-award costs will be needed to create the Community Involvement Plan and any travel costs associated with conferences. No additional pre-award costs are anticipated.

2.0 PROJECT TASK DESCRIPTIONS

This Work Plan includes a summary of activities that will be conducted by the City, the selected consultant(s), and project partners to meet the project objectives. Required activities include Outreach, Site Inventory, Assessment, Remediation/Reuse Planning and Programmatic Support.

The City will oversee the assessment and administration of all grant activities. They will be responsible for general oversight of all consultant activities including preparation and

review of quarterly reporting, ACRES database updates, and financial and Disadvantaged Business Enterprise (MBE/WBE) reporting.

The City will continue to work with the community to identify additional brownfield sites for assessment and redevelopment. If any sites are found to contain petroleum, a petroleum determination will take place.

TASK 1: Outreach

A Community Involvement Plan (CIP) will be created with the purpose to describe planned community engagement activities, schedule, project background and key players, which will be made available for review at the City Hall.

In addition to community meetings within the target area, the City will hold a community-wide kickoff meeting with target area residents, project partners and local organizations. This meeting will notify the community of assessment project commencement, present an anticipated schedule, and solicit input. The City will host regular outreach activities to keep the community updated on project happenings and provide a platform for public input on site identification, prioritization, and cleanup planning. Charrettes and visioning sessions will be used in the development of cleanup and reuse plans. The City will collaborate with local schools to provide educational opportunities and promote career development in the environmental sciences. The City intends to host at least eight outreach activities during the three-year grant term, including kickoff and grant closeout presentations. In the event non-English speaking residents are present, a translator will be provided. During these events, input will be solicited from the public for consideration, with responses delivered either in person or through electronic means.

The City will use various forms of media to communicate with the community, including a brochure distributed throughout the community, a website with project news and information, local word of mouth, and social media to solicit public input and provide project updates, photos, and news.

The City will begin to develop the CIP as quickly as possible. Costs incurred by the creation of the City's CIP before the official release of funds on October 1, 2021 will be allowed by the EPA up to 90 days prior (July 1, 2021).

Task 1 will be led by the City's Brownfield Project Director who will be assisted by the City's qualified environmental professional as needed.

TASK 2: Site Inventory

The City's Brownfields Project Director will work with the residents living in the target area during neighborhood meetings to create a site inventory for assessment. Abandoned and

underutilized properties identified by the residents of the target area will be researched further by City staff using the property appraiser's website. After the inventory of brownfield sites is complete, the City staff and the consultant will prioritize sites for assessment and eventual remediation and redevelopment in the targeted area for this project. The prioritization process will be established using an evaluation ranking tool.

The City will contact the SCDHEC to identify the low priority petroleum sites within its grant jurisdiction. State contacts can be found at <https://www.epa.gov/ust/underground-storage-tank-ust-contacts>. Contractual costs for site identification, prioritization and inventorying has an estimated cost of \$6,000.

Task 2 will be led by the City's Brownfield Project Director who will be assisted by the City's qualified environmental professional.

TASK 3: ASSESSMENTS

The retained environmental consulting firm(s) will work with all appropriate City staff, EPA staff and SCDHEC officials in the implementation of the Brownfields Assessment Grant. The City will complete the following activities to support environmental assessments:

A. Site Characterization – Phase I ESA

The City shall ensure all Phase I site characterizations and assessments conducted with the grant funding will be performed in accordance with EPA's standard for all appropriate inquiries. The City shall utilize 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. The City will complete and sign the "All Appropriate Inquiries Rule: Reporting Requirements Checklist for Assessment Grant Recipients", (Publication Number: EPA 560-R-11-030), for each Phase I ESA conducted with brownfield grant funds. The reporting requirements for "All Appropriate Inquires" can be found at: <https://www.epa.gov/brownfields/brownfields-all-appropriate-inquiries-rule-reporting-requirements-checklist-assessment>. Per EPA requirements, attention during Phase I Assessments will be requested of the environmental consultant to address the potential presence of PCB sources.

Contractual costs for approximately twelve (12) Phase I ESAs at \$3,250 each, estimated cost of \$39,000.

B. Site Eligibility

Prior to spending grant funds for Phase II ESAs, the City will submit a completed EPA Region 4 Site Eligibility Determination Outline to the EPA Project Officer and will receive EPA approval prior to beginning any work.

In addition, for petroleum sites, the City will request a petroleum site eligibility determination from its designated State official. Either the state or the EPA must approve the site as eligible for funding before Phase II work begins. If sites are contaminated with both hazardous substances and petroleum, the City will consult with the EPA Project Officer for assistance. In general, the following guidelines will be considered for commingled sites:

- A commingled site at which there is a reason to believe only de minimis petroleum exists must be processed using the hazardous substances eligibility screening only.
- A commingled site at which there is reason to believe hazardous and petroleum contamination exist must go through both a hazardous and petroleum eligibility screening.
- A commingled site at which there is a reason to believe only de minimis hazardous substances exist must go through the petroleum eligibility screening.

The City will obtain site access prior to expending any funds on a brownfields site.

C. Site Characterization – Phase II ESA

Once the EPA has determined the site to be eligible, Phase II ESA activities can begin. The following are specific activities that will be performed to complete this task.

- 1. Federal Cross-Cutting Requirements:** The City will comply with Federal cross-cutting requirements. These requirements include but are not limited to OSHA Worker Health & Safety Standard 29 CFR 1910.120; National Historic Preservation Act; Endangered Species Act; and Permits required by Section 404 of the Clean Water Act; Executive Order 11246, Equal Employment Opportunity, and implementing regulations at 41 CFR 60-4; Contract Work Hours and Safety Standards Act, as amended (40 USC § 327-333) the Anti-Kickback Act (40 USC § 276c) and Section 504 of the Rehabilitation Act of 1973 as implemented by Executive Orders 11914 and 11250.
- 2. Quality Assurance Project Plans (QAPPs):** The City will complete a Generic Quality Assurance Project Plan (QAPP) document for their Brownfields Program at an estimated cost of \$4,500. Upon successful completion of a Phase I ESA which will need a subsequent Phase II ESA including the Site-Specific Quality Assurance Project Plan in accordance

with EPA Region 4's Instructions for the Preparation of Quality Assurance Project Plans for EPA Brownfields-Funded Projects in the Southeast. Costs incurred for sampling without an approved QAPP are not eligible for reimbursement. The City is estimating to complete eight (8) Phase II ESAs including Site Specific QAPPs. Phase II ESAs/SS QAPPs will be completed at an estimated cost of \$22,375 each for a total of \$179,000. The City will follow the different requirements for the assessment of lead-based paint and asbestos.

- 3. Health & Safety Plans:** The City will prepare and follow an OSHA-compliant Health and Safety Plan (HASP) and place a copy in the Cooperative Agreement file. This plan will also be submitted to EPA and the State for the Brownfields project file. EPA approval of the HASP is not required.

Task 3 will be led by the selected qualified environmental professional with the oversight of the Brownfield Project Director.

TASK 4: Remediation/Reuse Planning

The City will have well defined assessment coordination with development activities. Remediation activities will include calculating remediation costs and determining site appropriate remediation and/or reuse plans to reduce health/environmental risks for selected sites. Working with the community and SCDHEC, the City will establish a unified vision and set goals for reuse planning. Charrettes or visioning sessions may be held for the redevelopment of key properties.

The Brownfield Project Director coupled with the selected environmental consultant will prepare and secure approvals for the Analysis of Brownfields Cleanup Alternatives (ABCAs) based on the data collected and data derived from the environmental assessments completed for the sites tested. The report will be communicated to the public and supplied to the state brownfields office for feedback prior to final approval. The City is estimating to conduct up to four (4) ABCAs at a cost of \$5,500 each for a total of \$22,000 resulting from the recommendations of the Phase II ESAs completed by the qualified environmental consultants. The ABCAs will also serve as the framework for remedial action plans/corrective measure plans.

A. ABCA

An ABCA briefly summarizes:

- Information about the site and contamination issues, cleanup standards, applicable laws, cleanup alternatives considered, and the proposed cleanup.

- It will include information on the cleanup effectiveness, the ability of the grantee to implement each alternative, the cost of each proposed cleanup alternative and an analysis of the reasonableness of the various cleanup alternatives considered including the one chosen.

B. Institutional Controls (ICs)

The City and the chosen environmental consultant will consider the use of Institutional Controls (IC), as well as engineering controls, as part of the Analysis of Brownfield Cleanup Alternatives if necessary. The team will work closely with the State for the approvals.

Task 4 will be led by the selected qualified environmental professional with the oversight of the Brownfield Project Director.

TASK 5: Programmatic Support

The City will oversee the assessment and administration of all grant activities. They will be responsible for general oversight of all consultant activities including preparation and review of quarterly reporting, ACRES database updates and financial and Disadvantaged Business Enterprise (MBE/WBE) reporting.

The retained environmental consulting firm will work with all appropriate City staff, EPA staff and SCDHEC officials in the implementation of the Brownfields Assessment Grant.

A. Quarterly Reporting

The City will, in accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically 200.328 monitoring and reporting program performance), submit quarterly progress reports to the EPA Project Officer within 30 days after each reporting period. Quarterly progress reports will be due 30 days after the end of each federal fiscal quarter, except for the last quarter of the grant project period when a final performance report must be submitted. The quarterly report will include work status, work progress, difficulties encountered, financial expenditures, preliminary data results, anticipated activities and any changes of key personnel. The report will also include a quarterly Site-Specific Budget Summary that is required to ensure expenditures on a single site do not exceed the \$200,000 statutory limit. **The City will submit all quarterly reports via the Assessment, Cleanup and Redevelopment Exchange System (ACRES).**

B. Annual Reporting

- 1. Disadvantaged Business Enterprise Reporting:** Minority Business Enterprise/Women- owned Business Enterprise (“MBE/WBE” or “DBE”) reporting is required for budgeted funds for procurement, equipment, services, and supplies

which exceed \$150,000. This reporting will be completed annually using EPA Form 5700-52A and will be sent electronically to the City’s EPA Project Officer and Grant Specialist from the Grants Management Office (GMO) by October 30 of each project year. A link to the form is at: <https://www.epa.gov/grants/epa-grantee-forms>.

2. **Federal Financial Reports (FFRs):** EPA Standard Form 425 will be submitted annually to EPA by December 31 of each project year and at the close of the grant. An electronic copy will be sent to the City’s EPA Project Officer and to the EPA Finance Center via email at RTPFC-Grants@epa.gov. A link to the form is at: <http://www.epa.gov/ogd/forms/adobe/SF425.pdf>.
3. **Projections:** With the April 30 quarterly report of each project year, the City will identify the specific sites where Phase I and Phase II ESAs are expected to be completed in the upcoming year. An example of the annual projection reporting format is provided below.

Example Format for Annual Assessment Projections Due April 30			
Site Name	Site Address	Phase I/II ESA to be Completed	Projected Timeframe for Phase I/II Completion
(ex. Maryann’s Gas Station)	(ex. 123 Jane Doe St)	(ex. Phase II)	(ex. August 2019)

C. Final Performance Reporting

The City will submit in accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically, 200.328 monitoring and reporting program performance), to the EPA Project Officer within 90 days after the expiration or termination of the approved project period a final technical report and at least one reproducible copy suitable for printing. The report will summarize the accomplishments during the entire grant project period, including the last quarter. The Final Performance Report will include:

- A table listing all sites assessed during the grant, the deliverables associated with each site, activities conducted at the site, and the funds expended at each site;
- A list of any other deliverables;
- Lessons learned; and
- Site photos.

D. ACRES

The City will enter property specific information, including the property address and Phase I and II ESA completions, electronically into the EPA’s Assessment Cleanup Redevelopment Exchange System (ACRES) database at: <https://cfext.epa.gov/acres/index.cfm>. The information in the quarterly report

should correlate with the information in ACRES. Each property entered into ACRES will be updated when the following occurs:

- Completion of Phase I ESA;
- Completion of Phase II ESA;
- Completion of the project period; or
- As significant events occur at the site, but not later than the end of the quarter in which the event occurred.

E. Contractor Procurement

The City will advertise, solicit, and select a qualified environmental consultant to assist with the technical and reporting portions of the Brownfield Community-wide Assessment, in full compliance with Federal Procurement Standards. The City will ensure that contractors comply with the terms of their agreements and the terms and conditions of the Cooperative Agreement. Terms and conditions with the selected contractor will include a provision to track site-specific costs including QAPPs and ESAs and include an overall programmatic task to include costs that will be shared across all sites, such as generic QAPPs.

F. Reimbursement Request

The City will request reimbursement payments using the EPA's preferred method of payment, the Automated Standard Application for Payments (ASAP). The City will enroll in ASAP and use ASAP at www.asap.gov to request payments. An alternative method of requesting funds will be to use EPA Form 190-F-04-001 via fax or email to the Las Vegas Finance Center.

G. Kick-off Meeting

The City's Brownfield Project Team and City Development Team, the selected environmental consultant, EPA, and State partners will participate in a project kick-off meeting to review the Work Plan and terms and conditions of the Cooperative Agreement. This meeting will be used to review roles, responsibilities, and schedule. The EPA Project Officer will review tools and resources that may be useful to implement the grant activities.

H. Travel

The City plans to send up to two representatives to the Southeast Brownfields Conference and the National Brownfields Conference. The City will identify additional brownfields related training opportunities to enhance the project and program development.

If the City incurs travel costs before the official release of funds on October 1, 2021, the EPA will allow for the reimbursement of funds up to 90 days prior (July 1, 2021).

Task 5 will be led by the City's Brownfield Project Director and City staff who will be assisted by the City's qualified environmental professional.

3.0 SCHEDULE

Attachment 2 provides a detailed guideline for schedule development. Several tasks run concurrently as noted within the schedule.

Attachment 1

Budget Table for Work Plan Tasks

Category	Tasks					Totals
	<i>Outreach</i>	<i>Site Inventory</i>	<i>Assessment</i>	<i>Remediation/ Reuse Planning</i>	<i>Programmatic Support</i>	
Travel					\$5,000	\$5,000
Supplies	\$1,500					\$1,500
Contractual	\$19,000	\$6,000	\$222,500	\$27,000	\$19,000	\$293,500
Total Budget	\$20,500	\$6,000	\$222,500	\$27,000	\$24,000	\$300,000

Attachment 2

Schedule of Activities and Deliverables

		Time and Actions from Notice of Selection to Award
Pre-Award	0 month	Notice of Selection: May 2021.
	0-2 months	CAR completes required grant award documents and submits to EPA.
	2 months	EPA works with CAR to finalize grant Work Plan by June-July 2021.
	2-4 months	CAR may conduct pre-award activities such as drafting the Community Involvement Plan and issuing consultant RFP.
	3-4 months	EPA executes grant award.
		Time and Actions from Award/Project Start to Project End
Year 1	0 months	Grant award – October 2021.
	0-3 months	RFP for contractor procurement is finalized (if not completed pre-award). ACRES Training.
	1-4 months	Consultant contract executed and contractor on-board. Kick-off meeting held with Contractor, EPA, State and others on the Project Team. Complete Community Involvement Plan. Plan First Public Meeting. Start regular conference call meetings with Project Team.
	4 months	Quarterly Report 1 is due 30 days after 1 st quarter ends. Reimbursement Request Submitted. ACRES Entries.
	4 – 8 months	Develop generic QAPP and submit to EPA/State for approval. Conduct Site Inventory and Prioritization. Conduct Limited Site Characterization. Host Public Meeting.
	7 – 8 months	Start Phase I ESA(s). Convene regular conference call meetings with Project Team.
	7 months	Quarterly Report 2 is due 30 days after 2 nd quarter ends. Reimbursement Request Submitted.
	10 months	Quarterly Report 3 is due 30 days after 3 rd quarter ends. Reimbursement Request Submitted.
	8-12 months	Complete Phase I ESAs. Enter Phase I ESA information in ACRES. Submit signed AAI checklist to EPA. Submit Site Eligibility Determination forms to EPA. Develop site-specific QAPP and submit to EPA/State for approval Start Phase II ESAs.
	12 months	Submit Federal Financial Report (SF425).
Year 2	13 months	Quarterly Report 4 is due 30 days after 4 th quarter ends. Reimbursement Request Submitted. MBE/WBE/DBE report due with this quarterly report.
	16 months	Quarterly Report 5 is due 30 days after 5 th quarter ends. Reimbursement Request Submitted.
	18 months	Half of 3-year grant is complete. Check-in with EPA/State for any modifications to Work Plan budget or scope of work. Make sure accomplishments to date are in ACRES. Make sure all drawdowns possible have been made. At least 35% of funds are anticipated to be expended by this time.
	19 months	Quarterly Report 6 is due 30 days after 6 th quarter ends. Reimbursement Request Submitted DBE due with this quarterly report.
	22 months	Quarterly Report 7 is due 30 days after 7 th quarter ends. Reimbursement Request Submitted.

Ongoing		Participate in regularly scheduled planning/status calls with Project Team. Conduct and build on Community Outreach activities. Identify financial commitments, developers, cleanup planning activities, etc.
Year 3 and closeout	25 months	Quarterly Report 8 is due 30 days after 8 th quarter ends. Reimbursement Request Submitted. MBE/WBE/DBE report due with this quarterly report.
	28 months	Quarterly Report 9 is due 30 days after 9 th quarter ends. Reimbursement Request Submitted.
	30 months	Six months remain on the grant; Identify any remaining activities that should be completed prior to grant closing.
	31 months	Quarterly Report 10 is due 30 days after 10 th quarter ends. Reimbursement Request Submitted.
	34 months	Quarterly Report 11 is due 30 days after 11 th quarter ends. Reimbursement Request Submitted.
	Prior to close-out	Enter all work in ACRES. Prepare and Submit final Phase I or II ESA Reports and draft ABCAs.
	35 months	Reconcile accounts; collect remaining invoices for submission; gather deliverables for final close-out report.
	36 months	Grant project/budget period closes; no further costs can be incurred after final date.
	37 months	Quarterly Report 12 is due 30 days after 12 th quarter ends; May serve as Final Close-out Report if all project documentation is complete and ready. If so, then it is due 90 days after project period ends. MBE/WBE/DBE report due with this quarterly report.

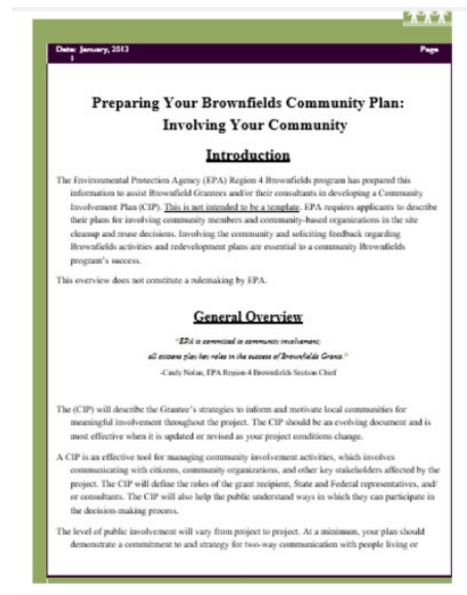
Attachment 3

Preparing Your Brownfields Community Plan: Involving Your Community

The City will use the “Preparing Your Brownfields Community Plan” dated January 2013 as the guideline to create the City of Mauldin’s Community Involvement Plan.

The plan will include:

- Introduction
- General Overview
- Building Your Plans Foundation
- Building Your Plan
- Community Involvement Plan
 - Section 1: Overview of Community Involvement Plan
 - Section 2: Project Description, Community Involvement Plan Objectives
 - Section 3: Community Involvement Actions
 - Section 4: Site or Site Selection Inventory Process, Description, Documentation
- Appendix
 - List of Contacts
 - Information Repositories and Potential Meeting Location
 - Glossary of Terms
 - Acronyms
 - Community Group Name
 - Map of Site(s)



BUDGET JUSTIFICATION WORKSHEET-FY21

You must provide a detailed cost justification for the estimated budget amounts reflected in Section B of your SF-424A application form. This detailed information will enable the EPA project officer to perform the required analysis to determine if the costs are reasonable and necessary. You may use the following format or a format of your choice to provide this information.

[NOTE: Please indicate with a star (*) costs you will/may incur before Grant award.]

a. PERSONNEL

POSITION	NUMBER	SALARY	WORK YEARS	FUNDING AMOUNT
a. PERSONNEL TOTAL				NA

b. FRINGE BENEFITS

BASE	
RATE	
b. FRINGE BENEFITS TOTAL	NA

c. TRAVEL

If the grant is not for a continuing environmental program or if travel is not well documented in the work plan, provide a breakdown of the number of trips, destinations, number of travelers, etc. to document estimated travel costs.	
*Conference 1: New Grantees Workshop (2 attendees) -Flight @ \$1,500 (\$750 x 2) -Hotel for 3 nights @ \$350 (\$116.67/night x 2) -Per Diem for 2 days @ \$150 (\$75/day x 2)	Funding Amount \$2,500
Conference 2: National Brownfields Conference (2 attendees) -Flight @ \$1,500 (\$750 x 2) -Hotel for 3 nights @ \$350 (\$116.67/night x 2) -Per Diem for 2 days @ \$300 (\$75/day x 2)	\$2,500
Travel Subtotals	\$5,000
c. TRAVEL TOTAL:	\$5,000

BUDGET JUSTIFICATION WORKSHEET

d. EQUIPMENT

Tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Please list equipment items (i.e., vehicles, boats, etc.) and provide adequate detail to enable the EPA project officer to make an eligibility determination and to verify cost. For "equipment" with a cost of less than \$5,000 per unit, list under supplies.

ITEM	NUMBER	COST PER UNIT	TOTAL
NA			
d. EQUIPMENT TOTAL:			NA

e. SUPPLIES

List by groups (as appropriate), such as office supplies, lab supplies, field supplies. If the cost for a particular group is over \$50,000, please provide a list of the more costly items or subsets.

	Funding Amount
Brochures (500) @ cost of \$1.00	\$500
Presentation materials (posters, handouts, etc.)	\$1,000
Supplies Subtotal	\$1,500
e. SUPPLIES TOTAL	\$1,500

BUDGET JUSTIFICATION WORKSHEET

f. CONTRACTUAL

List each planned contract and the type of services/project activity to be procured. Agreements/contracts with other governmental agencies (state, local or Federal) should be listed under category h. OTHER.	
	Funding Amount
Assessments: Phase I, Phase II w/ SS-QAPP, Generic QAPP	\$222,500
Remediation/Reuse Planning: ABCA, Visioning Sessions	\$27,000
Outreach: Community Involvement Plan*, Brownfield Website, Community Education Meetings,	\$19,000
Site Inventory	\$6,000
Programmatic Support: ACRES Reporting, Quarterly Reporting, Forms, Programmatic Support for three-year period	\$19,000
Contractual Subtotal	\$293,500
f. CONTRACTUAL TOTAL	\$293,500

g. CONSTRUCTION (N/A)

h. OTHER

List other items that would not be appropriately included elsewhere, such as costs for maintenance, operations, repairs, motor pools, rental, training, publication, and printing, and Intergovernmental Agreements	
	Funding Amount
NA	
h. OTHER TOTAL	NA

i. TOTAL DIRECT COSTS: (Sum of categories A through H)	\$300,000
j. INDIRECT COSTS: (RATE: %)	
k. TOTAL PROPOSED COSTS: (Sum of categories I through J)	\$300,000
FEDERAL FUNDS REQUESTED: A=100%; C, RLF=80%	100%
RECIPIENT SHARE OF TOTAL PROPOSED COSTS: A=0%; C, R= 20%	0%

	U.S. ENVIRONMENTAL PROTECTION AGENCY Cooperative Agreement	GRANT NUMBER (FAIN): 02D06921 MODIFICATION NUMBER: 0 PROGRAM CODE: BF	DATE OF AWARD 07/21/2021
		TYPE OF ACTION New	MAILING DATE 07/28/2021
		PAYMENT METHOD:	ACH# PEND
		RECIPIENT TYPE: Municipal	
RECIPIENT: City of Mauldin 5 E Butler Rd Mauldin, SC 29662-2401 EIN: 57-0445708		PAYEE: City of Mauldin 5 E Butler Rd Mauldin, SC 29662	
PROJECT MANAGER Van Broad 5 E Butler Rd Mauldin, SC 29662 E-Mail: vbroad@mauldincitysc.com Phone: 864-289-8903	EPA PROJECT OFFICER Derek Street 61 Forsyth Street Atlanta, GA 30303 E-Mail: street.derek@epa.gov Phone: 404-562-8574	EPA GRANT SPECIALIST Shantel Shelmon Grant And Audit Management Section E-Mail: shelmon.shantel@epa.gov Phone: 404-562-9817	
PROJECT TITLE AND DESCRIPTION Brownfields Multipurpose, Assessment , Revolving Loan Fund, and Cleanup Cooperative Agreements This action approves an award to the City of Mauldin, South Carolina in the amount of \$300,000. Activities to be performed may include inventory, characterization, assessment, and development of cleanup planning and community involvement related events for brownfield sites in the City of Mauldin, South Carolina. Anticipated deliverables and expected outcomes for this project will include site assessment reports, other technical reports, and a community involvement plan. More specifically, outcomes may include jobs and leveraged funding, and properties made ready for reuse. Intended beneficiaries of this project include the citizens of City of Mauldin and those living and working with the target area. Brownfields are real property, the expansion, development or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.			
BUDGET PERIOD 10/01/2021 - 09/30/2024	PROJECT PERIOD 10/01/2021 - 09/30/2024	TOTAL BUDGET PERIOD COST \$300,000.00	TOTAL PROJECT PERIOD COST \$300,000.00
NOTICE OF AWARD Based on your Application dated 10/21/2020 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$300,000.00. EPA agrees to cost-share <u>100.00%</u> of all approved budget period costs incurred, up to and not exceeding total federal funding of \$300,000.00. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.			
ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)		AWARD APPROVAL OFFICE	
ORGANIZATION / ADDRESS 61 Forsyth Street Atlanta, GA 30303-8960		ORGANIZATION / ADDRESS EPA R4 R4 - Region 4 61 Forsyth Street Atlanta, GA 30303-8960	
THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY			
Digital signature applied by EPA Award Official Keva R. Lloyd - Grants Management Officer			DATE 07/21/2021

EPA Funding Information

FUNDS	FORMER AWARD	THIS ACTION	AMENDED TOTAL
EPA Amount This Action	\$0	\$300,000	\$300,000
EPA In-Kind Amount	\$0	\$0	\$0
Unexpended Prior Year Balance	\$0	\$0	\$0
Other Federal Funds	\$0	\$0	\$0
Recipient Contribution	\$0	\$0	\$0
State Contribution	\$0	\$0	\$0
Local Contribution	\$0	\$0	\$0
Other Contribution	\$0	\$0	\$0
Allowable Project Cost	\$0	\$0	\$0

Assistance Program (CFDA)	Statutory Authority	Regulatory Authority
66.818 - Brownfields Multipurpose, Assessment, Revolving Loan Fund, and Cleanup Cooperative Agreements	CERCLA: Secs. 104(k)(2) & 104(k)(5)(E)	2 CFR 200, 2 CFR 1500 and 40 CFR 33

Fiscal									
Site Name	Req No	FY	Approp. Code	Budget Organization	PRC	Object Class	Site/Project	Cost Organization	Obligation / Deobligation
-	2104VT1025	21	E4	04V7AG7	000D79	4114	-	-	\$300,000
									\$300,000

Budget Summary Page

Table A - Object Class Category (Non-Construction)	Total Approved Allowable Budget Period Cost
1. Personnel	\$0
2. Fringe Benefits	\$0
3. Travel	\$5,000
4. Equipment	\$0
5. Supplies	\$1,500
6. Contractual	\$293,500
7. Construction	\$0
8. Other	\$0
9. Total Direct Charges	\$300,000
10. Indirect Costs: 0.00 % Base null	\$0
11. Total (Share: Recipient <u>0.00</u> % Federal <u>100.00</u> %)	\$300,000
12. Total Approved Assistance Amount	\$300,000
13. Program Income	\$0
14. Total EPA Amount Awarded This Action	\$300,000
15. Total EPA Amount Awarded To Date	\$300,000

Administrative Conditions

General Terms and Conditions

The recipient agrees to comply with the current EPA general terms and conditions available at: <https://www.epa.gov/grants/epa-general-terms-and-conditions-effective-november-12-2020-or-later>.

These terms and conditions are in addition to the assurances and certifications made as a part of the award and the terms, conditions, or restrictions cited throughout the award.

The EPA repository for the general terms and conditions by year can be found at: <https://www.epa.gov/grants/grant-terms-and-conditions#general>.

A. Correspondence Condition

The terms and conditions of this agreement require the submittal of reports, specific requests for approval, or notifications to EPA. Unless otherwise noted, all such correspondence should be sent to the following email addresses:

- Federal Financial Reports (SF-425): rtpfc-grants@epa.gov
- MBE/WBE reports (EPA Form 5700-52A): R4epagrantsmbewbereporting@epa.gov and shelmon.shantel@epa.gov
- All other forms/certifications/assurances, Indirect Cost Rate Agreements, Requests for Extensions of the Budget and Project Period, Amendment Requests, Requests for other Prior Approvals, updates to recipient information (including email addresses, changes in contact information or changes in authorized representatives) and other notifications:
 - Shantel Shelmon, Grants Management Specialist, shelmon.shantel@epa.gov, (404)562-9817
 - Derek Street, Project Officer, street.derek@epa.gov, (404)562-8574
- Payment requests (if applicable):
 - Derek Street, Project Officer, street.derek@epa.gov, (404)562-8574
- Quality Assurance documents, workplan revisions, equipment lists, programmatic reports and deliverables:
 - Derek Street, Project Officer, street.derek@epa.gov, (404)562-8574

B. PRE-AWARD COSTS

In accordance with 2 CFR 1500.8, the grantee may charge pre-award costs (both Federal and non-Federal matching shares) incurred from **July 3, 2021** to the actual award date provided that such costs were contained in the approved application and all costs are incurred within the approved budget period.

Programmatic Conditions

FY21 Assessment Cooperative Agreement

Terms and Conditions

Please note that these Terms and Conditions (T&Cs) apply to Brownfield Assessment Cooperative Agreements awarded under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) § 104(k).

I. GENERAL FEDERAL REQUIREMENTS

NOTE: For the purposes of these Terms and Conditions, the term “assessment” includes eligible activities under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) § 104(k)(2)(A)(i) such as activities involving the inventory, characterization, assessment, and planning relating to brownfield sites as described in the EPA-approved workplan.

A. Federal Policy and Guidance

1. Cooperative Agreement Recipients: By awarding this cooperative agreement, the Environmental Protection Agency (EPA) has approved the application for the Cooperative Agreement Recipient (CAR) submitted in the Fiscal Year 2021 competition for Brownfield Assessment cooperative agreements.

2. In implementing this agreement, the CAR shall ensure that work done with cooperative agreement funds complies with the requirements of CERCLA § 104(k). The CAR shall also ensure that assessment activities supported with cooperative agreement funding comply with all applicable federal and state laws and regulations.

3. A term and condition or other legally binding provision shall be included in all subawards entered into with the funds awarded under this agreement, or when funds awarded under this agreement are used in combination with non-federal sources of funds, to ensure that the CAR complies with all applicable federal and state laws and requirements. In addition to CERCLA § 104(k), federal applicable laws and requirements include 2 CFR Part 200.

4. The CAR must comply with federal cross-cutting requirements. These requirements include, but are not limited to, DBE requirements found at 40 CFR Part 33; OSHA Worker Health & Safety Standard 29 CFR § 1910.120; Uniform Relocation Act (40 USC § 61); National Historic Preservation Act (16 USC § 470); Endangered Species Act (P.L. 93-205); Permits required by Section 404 of the Clean Water Act; Executive Order 11246, Equal Employment Opportunity, and implementing regulations at 41 CFR § 60-4; Contract Work Hours and Safety Standards Act, as amended (40 USC §§ 327-333); the Anti-Kickback Act (40 USC § 276c); and Section 504 of the Rehabilitation Act of 1973 as implemented by Executive Orders 11914 and 11250. For additional information on cross-cutting requirements visit <https://www.epa.gov/grants/epa-subaward-cross-cutter->

[requirements.](#)

5. The CAR must comply with Davis-Bacon Act prevailing wage requirements and associated U.S. Department of Labor (DOL) regulations for all construction, alteration, and repair contracts and subcontracts awarded with funds provided under this agreement by operation of CERCLA § 104(g). Assessment activities generally do not involve construction, alteration, and repair within the meaning of the Davis-Bacon Act. However, the recipient must contact the EPA Project Officer if there are unique circumstances (e.g., removal of an underground storage tank or another structure and restoration of the site) that indicate that the Davis-Bacon Act applies to an activity the CAR intends to carry out with funds provided under this agreement. EPA will provide guidance on Davis-Bacon Act compliance if necessary.

II. SITE ELIGIBILITY REQUIREMENTS

A. Eligible Brownfield Site Determinations

1. The CAR must provide information to the EPA Project Officer about site-specific work prior to incurring any costs under this cooperative agreement for sites that have not already been pre-approved in the CAR's workplan by EPA. The information that must be provided includes whether the site meets the definition of a brownfield site as defined in CERCLA § 101(39), and whether the CAR is the potentially responsible party under CERCLA § 107, is exempt from CERCLA liability, and/or has defenses to CERCLA liability.

2. If the site is excluded from the general definition of a brownfield, but is eligible for a property-specific funding determination, then the CAR may request a property-specific funding determination from the EPA Project Officer. In its request, the CAR must provide information sufficient for EPA to make a property-specific funding determination on how financial assistance will protect human health and the environment, and either promote economic development or enable the creation of, preservation of, or addition to parks, greenways, undeveloped property, other recreational property, or other property used for nonprofit purposes. The CAR must not incur costs for assessing sites requiring a property-specific funding determination by EPA until the EPA Project Officer has advised the CAR that EPA has determined that the property is eligible.

3. Brownfield Sites Contaminated with Petroleum

- a. For any petroleum-contaminated brownfield site that is not included in the CAR's EPA-approved workplan, the CAR shall provide sufficient documentation to EPA prior to incurring costs under this cooperative agreement which documents that:
 - i. the State determines there is "no viable responsible party" for the site;
 - ii. the State determines that the person assessing or investigating the site is a person who is not potentially liable for cleaning up the site; and
 - iii. the site is not subject to any order issued under Section 9003(h) of the Solid Waste Disposal Act.

This documentation must be prepared by the CAR or the State, following contact and discussion with

the appropriate state petroleum program official. Please contact the EPA Project Officer for additional information.

b. Documentation must include:

- i. the identity of the State program official contacted;
- ii. the State official's telephone number;
- iii. the date of the contact; and
- iv. a summary of the discussion relating to the State's determination that there is no viable responsible party and that the person assessing or investigating the site is not potentially liable for cleaning up the site.

Other documentation provided by a State to the recipient relevant to any of the determinations by the State must also be provided to the EPA Project Officer.

c. If the State chooses not to make the determinations described in Section II.A.3. above, the CAR must contact the EPA Project Officer and provide the necessary information for EPA to make the requisite determinations.

d. EPA will make all determinations on the eligibility of petroleum-contaminated brownfield sites located on tribal lands (i.e., reservation lands or lands otherwise in Indian country, as defined at 18 U.S.C. § 1151). Before incurring costs for these sites, the CAR must contact the EPA Project Officer and provide the necessary information for EPA to make the determinations described in Section II.A.3.b. above.

III. GENERAL COOPERATIVE AGREEMENT

ADMINISTRATIVE REQUIREMENTS

A. Sufficient Progress

1. This condition supplements the requirements of the Sufficient Progress Condition (No. 27) in the General Terms and Conditions. If after 18 months from the date of award, EPA determines that the CAR has not made sufficient progress in implementing its cooperative agreement, the CAR must implement a corrective action plan concurred on by the EPA Project Officer and approved by the Award Official or Grants Management Officer. Alternatively, EPA may terminate this agreement under 2 CFR § 200.340 for material non-compliance with its terms, or with the consent of the CAR as provided at 2 CFR § 200.340, depending on the circumstances. Sufficient progress is indicated when 35% of funds have been drawn down and disbursed for eligible activities. For Assessment Coalition cooperative agreements, sufficient progress is demonstrated when a solicitation for services has been released, sites are prioritized or an inventory has been initiated (if necessary), community involvement activities have been initiated and a Memorandum of Agreement is in place, or other documented activities that demonstrate to EPA's satisfaction that the CAR will successfully perform the cooperative agreement.

B. Substantial Involvement

1. EPA may be substantially involved in overseeing and monitoring this cooperative agreement.
 - a. Substantial involvement by EPA generally includes administrative activities by the EPA Project Officer such as monitoring, reviewing project phases, and approving substantive terms included in professional services contracts. EPA will not direct or recommend that the CAR enter into a contract with a particular entity.
 - b. Substantial EPA involvement includes brownfield eligibility determinations, (including property-specific funding determinations described in Section II.A.2.) and when the CAR awards a subaward for site assessment. The CAR must obtain technical assistance from the EPA Project Officer, or his/her designee, on which sites qualify as a brownfield site and determine whether the statutory prohibitions found in CERCLA § 104(k)(5)(B)(i)-(iv) apply. (Note, the prohibition does not allow a subrecipient to use EPA cooperative agreement funds to assess a site for which the subrecipient is potentially liable under CERCLA § 107.)
 - c. Substantial EPA involvement may include reviewing financial and program performance reports, monitoring all reporting, record-keeping, and other program requirements.
 - d. EPA may waive any of the provisions in Section III.B.1., except for property-specific funding determinations, at its own initiative or upon request by the CAR. The EPA Project Officer will provide waivers in writing.
2. Effects of EPA's substantial involvement include:
 - a. EPA's review of any project phase, document, or cost incurred under this cooperative agreement will not have any effect upon CERCLA § 128 *Eligible Response Site* determinations or rights, authorities, and actions under CERCLA or any federal statute.
 - b. The CAR remains responsible for ensuring that all assessments are protective of human health and the environment and comply with all applicable federal and state laws.
 - c. The CAR and its subrecipients remain responsible for ensuring costs are allowable under 2 CFR Part 200, Subpart E.

C. Cooperative Agreement Recipient Roles and Responsibilities

1. The CAR must acquire the services of a Qualified Environmental Professional(s) as defined in 40 CFR § 312.10 to coordinate, direct, and oversee the brownfield site assessment activities at a given site, if it does not have such a professional on staff.
2. The CAR is responsible for ensuring that funding received under this cooperative agreement does not exceed the statutory \$200,000 funding limitation for an individual brownfield site. Waiver of this funding limit for a brownfield site must be submitted to the EPA Project Officer and approved prior to the expenditure of funding exceeding \$200,000. In no case may funding for site-specific assessment activities exceed \$350,000 on a site receiving a waiver.

CARs expending funding from a Community-wide Assessment cooperative agreement must include this amount in any total funding expended on the site.

3. Cybersecurity – The recipient agrees that when collecting and managing environmental data under this cooperative agreement, it will protect the data by following all applicable State or Tribal law cybersecurity requirements.

a. EPA must ensure that any connections between the recipient's network or information system and EPA networks used by the recipient to transfer data under this agreement are secure. For purposes of this section, a connection is defined as a dedicated persistent interface between an Agency IT system and an external IT system for the purpose of transferring information. Transitory, user-controlled connections such as website browsing are excluded from this definition.

If the recipient's connections as defined above do not go through the Environmental Information Exchange Network or EPA's Central Data Exchange, the recipient agrees to contact the EPA Project Officer (PO) no later than 90 days after the date of this award and work with the designated Regional/ Headquarters Information Security Officer to ensure that the connections meet EPA security requirements, including entering into Interconnection Service Agreements as appropriate. This condition does not apply to manual entry of data by the recipient into systems operated and used by EPA's regulatory programs for the submission of reporting and/or compliance data.

b. The recipient agrees that any subawards it makes under this agreement will require the subrecipient to comply with the requirements in Cybersecurity Section a. above if the subrecipient's network or information system is connected to EPA networks to transfer data to the Agency using systems other than the Environmental Information Exchange Network or EPA's Central Data Exchange. The recipient will be in compliance with this condition: by including this requirement in subaward agreements; and during subrecipient monitoring deemed necessary by the recipient under 2 CFR § 200.332(d), by inquiring whether the subrecipient has contacted the EPA Project Officer. Nothing in this condition requires the recipient to contact the EPA Project Officer on behalf of a subrecipient or to be involved in the negotiation of an Interconnection Service Agreement between the subrecipient and EPA.

4. All geospatial data created must be consistent with Federal Geographic Data Committee (FGDC) endorsed standards. Information on these standards may be found at www.fgdc.gov.

D. Quarterly Progress Reports

1. In accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically, § 200.329, *Monitoring and Reporting Program Performance*), the CAR agrees to submit quarterly progress reports to the EPA Project Officer within 30 days after each reporting period. The reporting periods are October 1 – December 31 (1st quarter); January 1 – March 31 (2nd quarter); April 1 – June 30 (3rd quarter); and July 1 – September 30 (4th quarter).

These reports shall cover work status, work progress, difficulties encountered, preliminary data results and a statement of activity anticipated during the subsequent reporting period, including a description of equipment, techniques, and materials to be used or evaluated. A discussion of expenditures and financial status for each workplan task, along with a comparison of the percentage of the project completed to the project schedule and an

explanation of significant discrepancies shall be included in the report. The report shall also include any changes of key personnel concerned with the project.

2. The CAR must submit progress reports on a quarterly basis in ACRES or to the EPA Project Officer. Quarterly progress reports must include:

- a. A summary that clearly differentiates between activities completed with EPA funds provided under the Brownfield Assessment cooperative agreement and related activities completed with other sources of leveraged funding.
- b. A summary and status of approved activities performed during the reporting quarter; a summary of the performance outputs/outcomes achieved during the reporting quarter; and a description of problems encountered during the reporting quarter that may affect the project schedule.
- c. A comparison of actual accomplishments to the anticipated outputs/outcomes specified in the EPA-approved workplan and reasons why anticipated outputs/outcomes were not met.
- d. An update on the project schedule and milestones, including an explanation of any discrepancies from the EPA-approved workplan.
- e. A list of the properties where assessment activities were performed and/or completed during the reporting quarter.
- f. A budget summary table with the following information: current approved project budget; EPA funds drawn down during the reporting quarter; costs drawn down to date (cumulative expenditures); program income generated and used (if applicable); and total remaining funds. The CAR should include an explanation of any discrepancies in the budget from the EPA-approved workplan, cost overruns or high unit costs, and other pertinent information.

Note: Each property where assessment activities were performed and/or completed must have its corresponding information updated in ACRES (or via the Property Profile Form with prior approval from the EPA Project Officer) prior to submitting the quarterly progress report (see Section III.E. below).

3. The CAR must maintain records that will enable it to report to EPA on the amount of funds disbursed by the CAR to assess specific properties under this cooperative agreement.

4. In accordance with 2 CFR § 200.329(e)(1), the CAR agrees to inform EPA as soon as problems, delays, or adverse conditions become known which will materially impair the ability to meet the outputs/outcomes specified in the EPA-approved workplan.

E. Property Profile Submission

1. The CAR must report on interim progress (i.e., assessment started) and any final accomplishments (i.e., assessment completed, clean up required, contaminants, institutional controls, engineering controls) by completing and submitting relevant portions of the Property Profile Form using the Assessment, Cleanup and Redevelopment Exchange System (ACRES). The CAR must enter the data in ACRES as soon as the interim action or final

accomplishment has occurred, or within 30 days after the end of each reporting quarter. The CAR must enter any new data into ACRES prior to submitting the quarterly progress report to the EPA Project Officer. The CAR must utilize ACRES unless approval is obtained from the EPA Project Officer to utilize the hardcopy version of the Property Profile Form.

F. Final Technical Cooperative Agreement Report with Environmental Results

1. In accordance with EPA regulations 2 CFR Parts 200 and 1500 (specifically, § 200.329, *Monitoring and Reporting Program Performance* and 2 CFR § 200.344(a), *Closeout*), the CAR agrees to submit to the EPA Project Officer within 120 days after the expiration or termination of the approved project period a final technical report on the cooperative agreement via email; unless the EPA Project Officer agrees to accept a paper copy of the report. The final technical report shall document project activities over the entire project period and shall include brief information on each of the following areas:

- a. a comparison of actual accomplishments with the anticipated outputs/outcomes specified in the EPA-approved workplan;
- b. reasons why anticipated outputs/outcomes were not met; and
- c. other pertinent information, including when appropriate, analysis and explanation of cost overruns or high unit costs.

IV. FINANCIAL ADMINISTRATION REQUIREMENTS

A. Eligible Uses of the Funds for the Cooperative Agreement Recipient

1. To the extent allowable under the EPA-approved workplan, cooperative agreement funds may be used for eligible programmatic expenses to inventory, characterize, assess sites; conduct site-specific planning, general brownfield-related planning activities around one or more brownfield sites, and outreach. Eligible programmatic expenses include activities described in Section V. of these Terms and Conditions. In addition, eligible programmatic expenses may include:

- a. Determining whether assessment activities at a particular site are authorized by CERCLA § 104(k).
- b. Ensuring that an assessment complies with applicable requirements under federal and state laws, as required by CERCLA § 104(k).
- c. Developing a Quality Assurance Project Plan (QAPP) as required by 2 CFR § 1500.12. The specific requirement for a QAPP is outlined in *Implementation of Quality Assurance Requirements for Organizations Receiving EPA Financial Assistance* available at <https://www.epa.gov/grants/implementation-quality-assurance-requirements-organizations-receiving-epa-financial>.
- d. Using a portion of the cooperative agreement funds to purchase environmental insurance for the characterization or assessment of the site. Funds shall not be used to purchase insurance intended to provide coverage for any of the ineligible uses under Section IV., *Ineligible Uses of the Funds for the Cooperative Agreement Recipient*.

e. Any other eligible programmatic costs, including direct costs incurred by the recipient in reporting to EPA; procuring and managing contracts; awarding, monitoring, and managing subawards to the extent required to comply with 2 CFR § 200.332 and the “Establishing and Managing Subawards” General Term and Condition; and carrying out community involvement pertaining to the assessment activities.

2. **Local Governments Only.** No more than 10% of the funds awarded by this agreement may be used by the CAR itself as a programmatic cost for Brownfield Program development and implementation of monitoring health conditions and institutional controls. The health monitoring activities must be associated with brownfield sites at which at least a Phase II environmental site assessment is conducted and is contaminated with hazardous substances. The CAR must maintain records on funds that will be used to carry out this task to ensure compliance with this requirement.

3. Under CERCLA § 104(k)(5)(E), CARs and subrecipients may use up to 5% of the amount of federal funding for this cooperative agreement for administrative costs, including indirect costs under 2 CFR § 200.414. The limit on administrative costs for the CAR under this agreement is 5% of the amount of federal funding. The total amount of indirect costs and any direct costs for cooperative agreement administration by the CAR paid for by EPA under the cooperative agreement shall not exceed this amount. Subrecipients may use up to 5% of the amount of Federal funds in their subawards for administrative costs. As required by 2 CFR § 200.403(d), the CAR and subrecipients must classify administrative costs as direct or indirect consistently and shall not classify the same types of costs in both categories. The term “administrative costs” does not include:

- a. Investigation and identification of the extent of contamination of a brownfield site;
- b. design and performance of a response action; or
- c. monitoring of a natural resource.

Eligible cooperative agreement and subaward administrative costs subject to the 5% limitation include direct costs for:

- a. Costs incurred to comply with the following provisions of the *Uniform Administrative Requirements for Cost Principles and Audit Requirements for Federal Awards* at 2 CFR Parts 200 and 1500 other than those identified as programmatic.
 - i. Record-keeping associated with equipment purchases required under 2 CFR § 200.313;
 - ii. Preparing revisions and changes in the budgets, scopes of work, program plans and other activities required under 2 CFR § 200.308;
 - iii. Maintaining and operating financial management systems required under 2 CFR § 200.302;
 - iv. Preparing payment requests and handling payments under 2 CFR § 200.305;
 - v. Financial reporting under 2 CFR § 200.328;
 - vi. Non-federal audits required under 2 CFR Part 200, Subpart F; and

vii. Closeout under 2 CFR § 200.344 with the exception of preparing the recipient's final performance report. Costs for preparing this report are programmatic and are not subject to the 5% limitation on direct administrative costs.

b. Pre-award costs for preparation of the proposal and application for this cooperative agreement (including the final workplan) or applications for subawards are not allowable as direct costs but may be included in the CAR's or subrecipient's indirect cost pool to the extent authorized by 2 CFR § 200.460.

B. Ineligible Uses of the Funds for the Cooperative Agreement Recipient

1. Cooperative agreement funds shall not be used by the CAR for any of the following activities:

a. Cleanup activities;

b. Site development activities that are not brownfield site assessment activities (e.g., marketing of property (activities or products created specifically to attract buyers or investors) or construction of a new facility);

c. General community visioning, area-wide zoning updates, design guideline development, master planning, green infrastructure, infrastructure service delivery, and city-wide or comprehensive planning/plan updates – these activities are all ineligible uses of grant funds if unrelated to advancing cleanup and reuse of brownfield sites or sites to be assessed. Note: for these types of activities to be an eligible use of grant funds, there must be a specific nexus between the activity and how it will help further cleanup and reuse of the priority brownfield site(s). This nexus must be clearly described in the workplan for the project;

d. Job training activities unrelated to performing a specific assessment at a site covered by the cooperative agreement;

e. To pay for a penalty or fine;

f. To pay a federal cost share requirement (e.g., a cost share required by another federal grant) unless there is specific statutory authority;

g. To pay for a response cost at a brownfield site for which the CAR or subaward recipient is potentially liable under CERCLA § 107;

h. To pay a cost of compliance with any federal law, excluding the cost of compliance with laws applicable to the assessment; and

i. Unallowable costs (e.g., lobbying and purchases of alcoholic beverages) under 2 CFR Part 200, Subpart E.

2. Cooperative agreement funds shall not be used for any of the following properties:

a. Facilities listed, or proposed for listing, on the National Priorities List (NPL);

b. Facilities subject to unilateral administrative orders, court orders, and administrative orders on consent or judicial consent decree issued to or entered by parties under CERCLA;

c. Facilities that are subject to the jurisdiction, custody or control of the United States government except for land held in trust by the United States government for an Indian tribe; or

- d. A site excluded from the definition of a brownfield site for which EPA has not made a property-specific funding determination.

C. Interest-Bearing Accounts and Program Income

1. In accordance with 2 CFR § 1500.8(b), during the performance period of the cooperative agreement, the CAR is authorized to add program income to the funds awarded by EPA and use the program income under the same terms and conditions of this agreement.
2. Program income for the CAR shall be defined as the gross income received by the recipient, directly generated by the cooperative agreement award or earned during the period of the award. Program income includes, but is not limited to, fees charged for conducting assessment, site characterizations, cleanup planning, or other activities when the costs for the activities are charged to this agreement.
3. The CAR must deposit advances of cooperative agreement funds and program income (i.e., fees) in an interest-bearing account.
 - a. For interest earned on advances, CARs are subject to the provisions of 2 CFR § 200.305(b)(7)(ii) relating to remitting interest on advances to EPA on a quarterly basis.
 - b. Any program income earned by the CAR will be added to the funds EPA has committed to this agreement and used only for eligible and allowable costs under the agreement as provided in 2 CFR § 200.307 and 2 CFR § 1500.8, as applicable.
 - c. Interest earned on program income is considered additional program income.
 - d. The CAR must disburse program income (including interest earned on program income) before requesting additional payments from EPA as required by 2 CFR § 200.305(b)(5).
4. As required by 2 CFR § 200.302, the CAR must maintain accounting records documenting the receipt and disbursement of program income.
5. The recipient must provide as part of its quarterly performance report and final technical report a description of how program income is being used. Further, a report on the amount of program income earned during the award period must be submitted with the quarterly performance report, final technical report, and Federal Financial Report (Standard Form 425).

V. ASSESSMENT REQUIREMENTS

A. Authorized Assessment Activities

1. Prior to conducting or engaging in any on-site activity with the potential to impact historic properties (such as invasive sampling), the CAR shall consult with the EPA Project Officer regarding potential applicability of the National Historic Preservation Act (NHPA) (16 USC § 470) and, if applicable, shall assist EPA in complying with any requirements of the NHPA and implementing regulations.

B. Quality Assurance (QA) Requirements

1. When environmental data are collected as part of the brownfield assessment, the CAR shall comply with 2 CFR § 1500.12 requirements to develop and implement quality assurance practices sufficient to produce data adequate to meet project objectives and to minimize data loss. State law may impose additional QA requirements. Recipients implementing environmental programs within the scope of the assistance agreement must submit to the EPA Project Officer an approvable Quality Assurance Project Plan (QAPP) at least 30 days prior to the initiating of data collection or data compilation. The Quality Assurance Project Plan (QAPP) is the document that provides comprehensive details about the quality assurance, quality control, and technical activities that must be implemented to ensure that project objectives are met. Environmental programs include direct measurements or data generation, environmental modeling, compilation of data from literature or electronic media, and data supporting the design, construction, and operation of environmental technology.

The QAPP should be prepared in accordance with EPA QA/R-5: EPA Requirements for Quality Assurance Project Plans. No environmental data collection or data compilation may occur until the QAPP is approved by the EPA Project Officer and Quality Assurance Regional Manager. Additional information on the requirements can be found at the EPA Office of Grants and Debarment website at <https://www.epa.gov/grants/implementation-quality-assurance-requirements-organizations-receiving-epa-financial>.

2. Competency of Organizations Generating Environmental Measurement Data:

In accordance with Agency Policy Directive Number FEM-2012-02, *Policy to Assure the Competency of Organizations Generating Environmental Measurement Data under Agency-Funded Assistance Agreements*, the CAR agrees, by entering into this agreement, that it has demonstrated competency prior to award, or alternatively, where a pre-award demonstration of competency is not practicable, the CAR agrees to demonstrate competency prior to carrying out any activities under the award involving the generation or use of environmental data. The CAR shall maintain competency for the duration of the project period of this agreement and this will be documented during the annual reporting process. A copy of the Policy is available online at http://www.epa.gov/fem/lab_comp.htm or a copy may also be requested by contacting the EPA Project Officer for this award.

C. Community Outreach

1. The CAR agrees to clearly reference EPA investments in the project during all phases of community outreach outlined in the EPA-approved workplan which may include the development of any post-project summary or success materials that highlight achievements to which this project contributed.

a. If any documents, fact sheets, and/or web materials are developed as part of this cooperative agreement, then they shall comply with the *Acknowledgement Requirements for Non-ORD Assistance Agreements* in the General Terms and Conditions of this agreement.

b. If a sign is developed as part of a project funded by this cooperative agreement, then the sign shall include either a statement (e.g., this project has been funded, wholly or in part, by EPA) and/or EPA's logo acknowledging that EPA is a source of funding for the project. The EPA logo may be used on project

signage when the sign can be placed in a visible location with a direct linkage to site activities. Use of the EPA logo must follow the sign specifications available at <https://www.epa.gov/grants/epa-logo-seal-specifications-signage-produced-epa-assistance-agreement-recipients>.

2. The CAR agrees to notify the EPA Project Officer of public or media events publicizing the accomplishment of significant events related to construction and/or site reuse projects as a result of this agreement, and provide the opportunity for attendance and participation by federal representatives with at least ten (10) working days' notice.
3. To increase public awareness of projects serving communities where English is not the predominant language, CARs are encouraged to include in their outreach strategies communication in non-English languages. Translation costs for this purpose are allowable, provided the costs are reasonable.

D. All Appropriate Inquiry

1. As required by CERCLA § 104(k)(2)(B)(ii) and CERCLA § 101(35)(B), the CAR shall ensure that a Phase I site characterization and assessment carried out under this agreement will be performed in accordance with EPA's all appropriate inquiries regulation (AAI). The CAR shall utilize 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 (40 CFR Part 312). A suggested outline for an AAI final report is provided in "*All Appropriate Inquiries Rule: Reporting Requirements and Suggestions on Report Content*" (Publication Number: EPA 560-F-14-003). This does not preclude the use of cooperative agreement funds for additional site characterization and assessment activities that may be necessary to characterize the environmental impacts at the site or to comply with applicable state standards.
2. AAI final reports produced with funding from this agreement must comply with 40 CFR Part 312 and must, at a minimum, include the information below. All AAI reports submitted to the EPA Project Officer as deliverables under this agreement must be accompanied by a completed "*All Appropriate Inquiries: Reporting Requirements Checklist for Assessment Grant Recipients*" (Publication Number: EPA 560-F-17-194) that the EPA Project Officer will provide to the recipient. The checklist is available to CARs on EPA's website at www.epa.gov/brownfields. The completed checklist must include:
 - a. An **opinion** as to whether the inquiry has identified conditions indicative of releases or threatened releases of hazardous substances, and as applicable, pollutants and contaminants, petroleum or petroleum products, or controlled substances, on, at, in, or to the subject property.
 - b. An identification of "**significant**" **data gaps** (as defined in 40 CFR § 312.10), if any, in the information collected for the inquiry. Significant data gaps include missing or unattainable information that affects the ability of the environmental professional to identify conditions indicative of releases or threatened releases of hazardous substances, and as applicable, pollutants and contaminants, petroleum or petroleum products, or controlled substances, on, at, in, or to the subject property. The documentation of significant data gaps must include information regarding the significance of these data gaps.
 - c. **Qualifications and signature** of the environmental professional(s). The environmental professional must place the following statements in the document and sign the document:

- "[I, We] declare that, to the best of [my, our] professional knowledge and belief, [I, we] meet the

definition of Environmental Professional as defined in 40 CFR § 312.10 of this part.”

- “[I, We] have the specific qualifications based on education, training, and experience to assess a property of the nature, history, and setting of the subject property. [I, We] have developed and performed the all appropriate inquiries in conformance with the standards and practices set forth in 40 CFR Part 312.”

Note: Please use either “I/my” or “We/our.”

d. In compliance with 40 CFR § 312.31(b), the environmental professional must include in the final report an ***opinion regarding additional appropriate investigation***, if the environmental professional has such an opinion.

3. EPA may review checklists and AAI final reports for compliance with the AAI regulation documentation requirements at 40 CFR Part 312 (or comparable requirements for those using ASTM Standard 1527-13). Any deficiencies identified during an EPA review of these documents must be corrected by the recipient within 30 days of notification. Failure to correct any identified deficiencies may result in EPA disallowing the costs for the entire AAI report as authorized by 2 CFR § 200.339. If a recipient willfully fails to correct the deficiencies EPA may consider other available remedies under 2 CFR § 200.339 and 2 CFR 200.340.

E. Completion of Assessment Activities

1. The CAR shall properly document the completion of all activities described in the EPA- approved workplan. This must be done through a final report or letter from a Qualified Environmental Professional, or other documentation provided by a State or Tribe that shows assessments are complete.

F. Inclusion of Additional Terms and Conditions

1. In accordance with 2 CFR § 200.334, the CAR shall maintain records pertaining to the cooperative for a minimum of three (3) years following submission of the final financial report unless one or more of the conditions described in the regulation applies. The CAR shall provide access to records relating to assessments supported with Assessment cooperative agreement funds to authorized representatives of the Federal government as required by 2 CFR § 200.337.

2. The CAR has an ongoing obligation to advise EPA if it assessed any penalties resulting from environmental non-compliance at sites subject to this agreement.

VI. PAYMENT AND CLOSEOUT

For the purposes of these Terms and Conditions, the following definitions apply: “payment” is EPA’s transfer of funds to the CAR; “closeout” refers to the process EPA follows to ensure that all administrative actions and work required under the cooperative agreement have been completed.

A. Payment Schedule

1. The CAR may request advance payment from EPA pursuant to 2 CFR § 200.305(b)(1) and the prompt disbursement requirements of the General Terms and Conditions of this agreement.

This requirement does not apply to states which are subject to 2 CFR § 200.305(a).

B. Schedule for Closeout

1. Closeout will be conducted in accordance with 2 CFR § 200.344. EPA will close out the award when it determines that all applicable administrative actions and all required work under the cooperative agreement have been completed.

2. The CAR, within 120 days after the expiration or termination of the cooperative agreement, must submit all financial, performance, and other reports required as a condition of the cooperative agreement 2 CFR Part 200.

a. The CAR must submit the following documentation:

i. The Final Technical Cooperative Agreement Report as described in Section III.F. of these Terms and Conditions.

ii. Administrative and Financial Reports as described in the Grant-Specific Administrative Terms and Conditions of this agreement.

b. The CAR must ensure that all appropriate data have been entered into ACRES or all hardcopy Property Profile Forms are submitted to the EPA Project Officer.

c. As required by 2 CFR § 200.344, the CAR must immediately refund to EPA any balance of unobligated (unencumbered) advanced cash or accrued program income that is not authorized to be retained for use on other cooperative agreements.

ECONOMIC PLANNING & DEVELOPMENT COMMITTEE

AGENDA ITEM SUMMARY

MEETING DATE: August 2, 2021
AGENDA ITEM: 6c

TO: Economic Planning & Development Committee
FROM: Community Development Director Van Broad
SUBJECT: Cultural Center Renovations

REQUEST

Consideration and action on the following:

- Acceptance of the \$183,725 grant from the South Carolina Department of Parks, Recreation & Tourism's (SCPRT) 2020 Undiscovered South Carolina grant program and \$30,000 appropriated from Greenville County Council for the Cultural Center renovations.
- Allocation of an additional not to exceed \$90,576 for renovations to the restrooms at the Cultural Center

HISTORY/BACKGROUND

The City, through the Community Development Department, applied for and was awarded a \$183,725 grant from the South Carolina Department of Parks, Recreation & Tourism's 2020 Undiscovered South Carolina grant program for the Cultural Center renovations. Additionally, Greenville County Council provided \$30,000 for the project.

ANALYSIS or STAFF FINDINGS

City Council approved a contract with Momentum Construction to serve as the construction manager for the renovations. Momentum Construction has submitted a guaranteed maximum price (GMP) amendment for the City consideration, which totals 550,028. The GMP amendment is attached for your reference.

FISCAL IMPACT

City Council appropriated \$260,000 in FY2021 to fund the Cultural Center renovations, to inter-alia, include:

- Building a new, handicapped-accessible plaza
- Knocking out the main front wall to create new sliding door access to lobby and plaza
- Renovating flooring and ceilings
- Adding a ticket booth
- Renovating bathrooms

Of the \$260,000 budgeted, \$14,273 has been expended towards this project. The remaining \$245,727 has been encumbered to FY2022. A breakdown of the fiscal impact is detailed below:

Revenues	
Budgeted for FY2022	\$245,727
SCPRT Grant	\$183,725
Greenville County Funding	\$30,000
Additional Funding Requested	\$90,576
Total Revenues	\$550,028
Expenses	
Phase II	\$392,958
Phase III	\$157,070
Total Expenditures	\$550,028
Total Revenues	\$550,028
Total Expenditures	\$550,028
Balance	\$0

Please note the following:

- The amount of the SCPRT grant award is \$183,725. The SCPRT grant is a matching grant, requiring a 1 to 1 cash match. The funds previously budgeted by City Council for this project will serve as the cash match.
- The amount of funding appropriated by Greenville County is \$30,000 and does not require a cash match.
- The not to exceed amount for the renovations to the restrooms is \$90,576.
- In order for the City to utilize the grant funds for this project, the City Council has to accept them and authorize the expenditure of the grant funds.
- The funding source for the additional \$90,576 will be the City’s H&A Fund balance.

RECOMMENDATION

Approval of the following is requested:

- Acceptance of the \$183,725 grant from the South Carolina Department of Parks, Recreation & Tourism’s (SCPRT) 2020 Undiscovered South Carolina grant program and \$30,000 appropriated from Greenville County Council for Phase II of the Cultural Center renovations.
- Allocation of an additional not to exceed \$90,576 for renovations to the restrooms at the Cultural Center

ATTACHMENTS

Award letter SCPRT

Award email Greenville County

GMP Amendment from Momentum Construction

Architectural Plans



South Carolina Department of
Parks, Recreation & Tourism

Henry McMaster
Governor

**Duane N.
Parrish**
Director

February 23, 2021

Mr. Van Broad
Community Development Director
City of Mauldin
5 East Butler Road
Mauldin, South Carolina 29662

RE: 2020 Undiscovered SC Grant
Lobby/Plaza Expansion for Mauldin Cultural Center
Grant #2020-018

Dear Mr. Broad:

The South Carolina Department of Parks, Recreation & Tourism is pleased to inform you that your application for an Undiscovered SC grant for the Lobby/Plaza Expansion for the Mauldin Cultural Center has been approved for funding, pending the execution of a Grant Award Agreement. Due to limited funding for this program, your grant award will be \$183,725. Debbie Jordan, Grants Coordinator for the Undiscovered SC Grant program, will contact you to set up a meeting to sign your grant award and go over the grant procedures.

Congratulations on your award! As always, it is a pleasure to work with you to enhance the economic benefits of tourism in our state.

Sincerely,

A handwritten signature in black ink that reads "Duane Parrish". The signature is fluid and cursive.

Duane Parrish
Director

cc: County Legislative Delegation

Brandon, I just got a call from county council administrative assistant, there is a check coming in from my request for council funding toward our lobby expansion. We were about \$89K short, this will help a lot.

\$15K Dan Tripp

\$10K Liz Seman

\$5K Butch Kirven

Total \$30K. I had sent them a couple of request over the last month and didn't realize they voted this week on them.

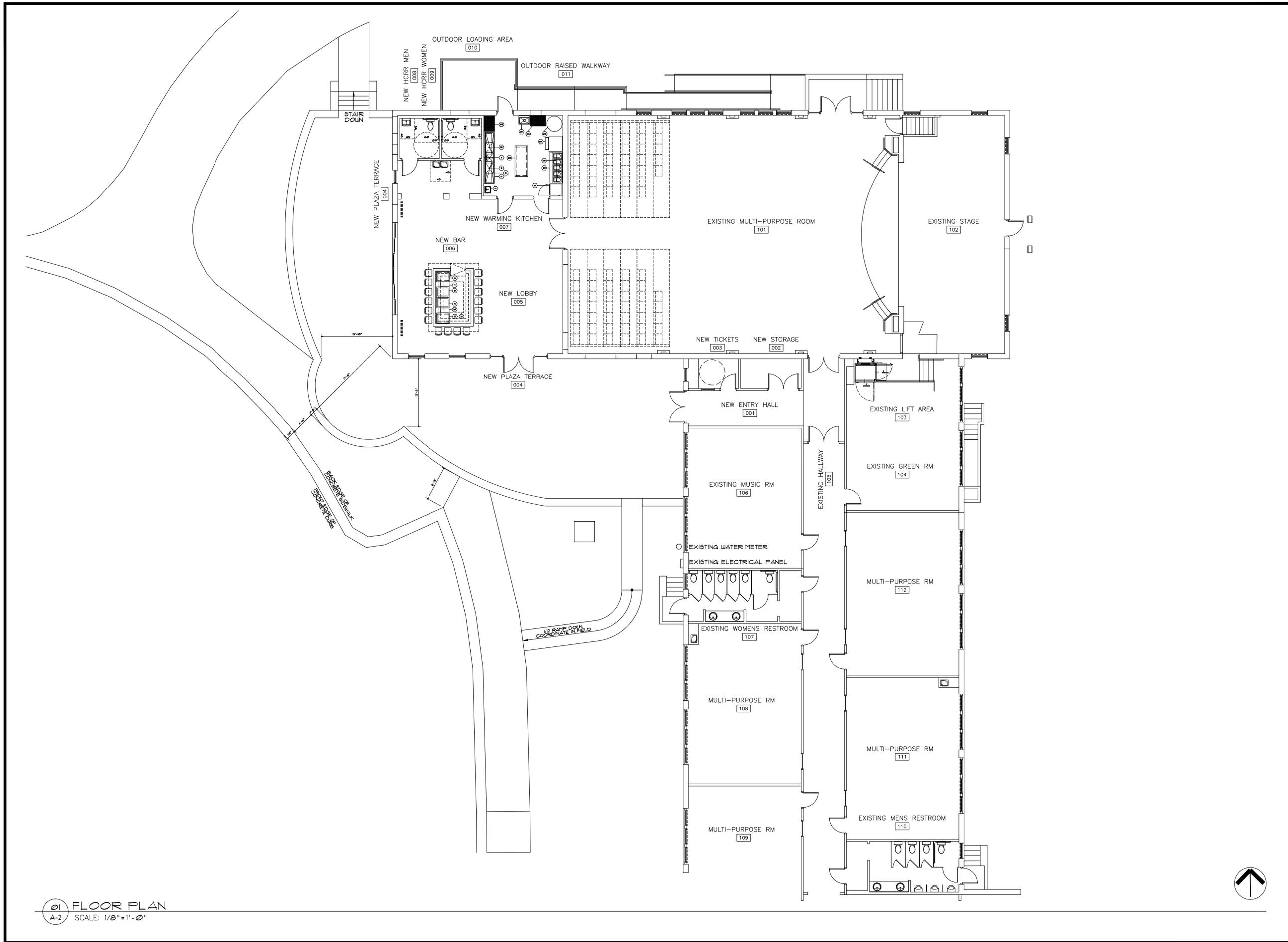
Awaiting an SCPRT award.

Van Broad

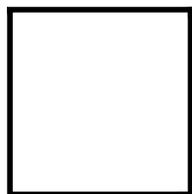
Community Development Director

864-444-7990

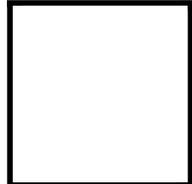
vbroad@mauldincitysc.com



01 FLOOR PLAN
A-2 SCALE: 1/8" = 1'-0"



CHARLES J LACHANOS
ARCHITECT LLC
EASLEY, S.C.
CELL PHONE (864) 752-3043
EMAIL CLACHANOS@GMAIL.COM



THIS DRAWING AS AN INSTRUMENT OF SERVICE SHALL NOT BE REPRODUCED OR REUSED IN WHOLE OR IN PART WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT. ARCHITECTURAL DRAWINGS ARE PROTECTED UNDER UNITED STATES GOV'T. COPYRIGHT LEGISLATION.

DATE:	06/16/21
DRAWN:	CJL
CHECKED:	CJL
SHEET 2	OF 3

REVISIONS	
SCHEMATIC DESIGN AND PRICING SET	08/12/20
REVISED SCHEM DES AND PRICING SET	08/26/20
PH 2, PH 3, REV. SD AND PRICING SET	09/03/20
DESIGN DEV.	06/10/21
REV. DESIGN DEV.	06/10/21
REV. 2 DES DEV.	06/16/21

Mauldin Cultural Center
Plaza Terrace, Entry, Lobby and Restroom Project
Mauldin, S.C.
DRAWING TITLE

FLOOR PLAN
1/8" = 1'-0"

PROJECT NO.
20113

DRAWING NO.
A-2
OF





Momentum Construction Services, LLC
 PO Box 80538 - Simpsonville, SC 29680

momentumconstruction@charter.net

DATE: 9/9/20

City of Mauldin Cultural Center Phase II and Phase III. Statement of Budget

PHASE II		
ITEM	DESCRIPTION	BUDGET
1	Exterior Plaza including handicap ramp, stairs, handrails	\$ 120,750.00
2	Bathroom Renovation in the Lobby Area	\$ 37,000.00
3	Storefront Doors and Windows in the Lobby	\$ 10,000.00
4	Sliding window wall on west side of lobby	\$ 28,000.00
5	New floors, painting, and trim in lobby	\$ 30,000.00
6	Relocate existing hood and create bar space	\$ 10,000.00
7	Warming Kitchen Upfit	\$ 20,000.00
8	Add elevated floor, ticket booth and storage to exist entrance	\$ 32,000.00
9	HVAC	\$ 30,000.00
10	Electrical	\$ 30,000.00
	PHASE II SUBTOTAL	\$ 347,750.00
	Recommended Contingency (5%)	\$ 17,387.50
	Architectural and Engineering Fees	\$ 27,820.00
	PHASE II TOTAL:	\$ 392,957.50
PHASE III		
ITEM	DESCRIPTION	BUDGET
1	Green Room patch sheetrock and paint	\$ 5,000.00
2	New Carpet in large Conference Room	\$ 4,000.00
3	Replace Awnings at front of building	\$ 18,000.00
4	Paint interior walls, ceilings, fire sprinkler	\$ 22,000.00
3	Repairs to windows and window trim budget	\$ 15,000.00
4	Renovations to Gang Toilets	\$ 75,000.00
	PHASE II SUBTOTAL	\$ 139,000.00
	Recommended Contingency (5%)	\$ 6,950.00
	Architectural and Engineering Fees	\$ 11,120.00
	PHASE II TOTAL:	\$ 157,070.00



Momentum Construction Services, LLC
PO Box 80538 - Simpsonville, SC 29680

momentumconstruction@charter.net

5/24/2021

City of Mauldin Cultural Center Phase II. Guarenteed Maximum Cost

PHASE II		
ITEM	DESCRIPTION	Cost
1	Exterior Plaza including handicap ramp, stairs, handrails	\$ 120,750.00
2	Bathroom Renovation in the Lobby Area	\$ 37,000.00
3	Storefront Doors and Windows in the Lobby	\$ 18,000.00
4	Sliding window wall on west side of lobby	\$ 28,000.00
5	New floors, painting, and trim in lobby	\$ 30,000.00
6	Relocate existing hood and create bar space	\$ 10,000.00
7	Warming Kitchen Upfit	\$ 20,000.00
8	Add elevated floor, ticket booth and storage to exist entrance	\$ 31,000.00
9	HVAC	\$ 30,000.00
10	Electrical	\$ 30,000.00
11	Green Room patch sheetrock and paint	\$ 5,000.00
12	New floors in large conference room	\$ 4,000.00
13	Replace Awnings at front of building	\$ 18,000.00
14	Paint interior walls, ceilings, fire sprinkler	\$ 22,000.00
15	Repairs to windows and window trim budget	\$ 15,000.00
	PHASE II SUBTOTAL:	\$ 418,750.00
	Recommended Contingency (5%)	\$ 20,670.00
	Architectural and Engineering Fees	\$ 33,500.00
	PHASE II TOTAL COST	\$ 473,000.00

