R03-21-A-025

Richard Griffin, AICP, CEcD
Director

Michael C. O'Connor
Mayor

BUSINESS IN FREDERICK MARYLAND

City of Frederick, MD
Application for EPA Brownfields Community-Wide Assessment Grant

Narrative Information

1. Applicant Identification:
   The City of Frederick, MD
   101 N Court Street
   Frederick, MD 21701

2. Funding Requested:
   a. Assessment Grant Type: Community-wide; b. Federal Funds Requested: $300,000

3. Location: a, City of Frederick, b. County of Frederick, c. State of Maryland

4. Property Information for Site-Specific Assessment: N/A

5. Contacts:
   a. Project Director:
   Richard Griffin, Director of Economic Development
   140 West Patrick Street Frederick, MD 21701
   P: 301.600.6361
   E: rgriffin@cityoffrederickmd.gov

   b. Chief Executive/Highest Ranking Elected Official
   Michael O'Connor, Mayor
   101 N. Court Street Frederick, MD 21701
   P: 301.600.1184
   E: moconnor@cityoffrederickmd.gov

6. Population: City of Frederick, MD: 72,146 (U.S. Census 2018)

7. Other Factors Checklist

Other Factors	Page Number
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them.	1, 2
The priority site(s) is in a federally designated flood plain.	1
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or will incorporate energy efficiency measures.	3
30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfields site(s) within the target area.	8

Maryland
Department of
the Environment

Larry Hogan, Governor
Boyd K. Rutherford, Lt. Governor

Ben Grumbles, Secretary
Horacio Tablada, Deputy Secretary

BY ELECTRONIC MAIL

October 27, 2020

The Honorable Michael O'Connor
The City of Frederick
101 N. Court Street Frederick, MD 21701
moconnor@cityoffrederickmd.gov

Subject: USEPA Brownfield Assessment Grant Application

Dear Mayor O'Connor:

This letter serves to acknowledge that the Maryland Department of the Environment ("Department") received notification from the City of Frederick that it intends to apply for a grant from the United States Environmental Protection Agency. The Department understands that your goal is to receive a Brownfield Community-wide Assessment grant, which would provide funds to perform assessment activities for hazardous substance-contaminated brownfield sites. If awarded, the Department understands that the City of Frederick plans to use the grant funding to address environmental impacts along the Carroll Creek Corridor to further the progress already gained in the downtown development of this area and restore economic vitality to the historic commercial district.

The City of Frederick has identified sites J & K, Husky Park, and several former gas stations and industrial lots within the Carroll Creek Corridor and East Frederick for redevelopment. Please be advised that the Department's Land Restoration Program, Solid Waste Program, and Oil Control Program agree that there are no current enforcement actions for these sites.

The Department strongly encourages initiatives that target the redevelopment of brownfield sites, especially those that improve the health of communities by mitigating adverse environmental conditions. The City of Frederick is to be applauded for its efforts to move this initiative forward and for its goal to build upon its brownfield redevelopment successes.

If you have any questions, please contact me at (410) 537-3437.

Sincerely,

Barbara Krupiarz

Barbara Krupiarz, Program Manager
Land Restoration Program

cc: Richard Griffin, Director of Economic Development, City of Frederick
Chris Ralston, Program Manager, Oil Control Program
Ed Dexter, Program Manager, Solid Waste Program
Brian Dietz, Chief, State Assessment and Remediation Division, Land Restoration Program
Ira May, Chief, Federal Assessment and Remediation Division, Land Restoration Program

THE EAST FREDERICK COMMUNITY-WIDE BROWNFIELDS ASSESSMENT

1. PROJECT DESCRIPTION AND PLANS FOR REVITALIZATION

a. Target Area and Brownfields, i. Background and Description of Target Area: Frederick is uniquely positioned to become an economic hub of mid-Maryland, and East Frederick presents an opportunity to realize a bold modern concept of adaptive re-use, revitalization, and urban development. However, environmental uncertainty on former industrial properties hinders efforts to attract developers to advance community-driven redevelopment plans east of the downtown area. The City of Frederick, MD, seeks $300,000 in US Environmental Protection Agency (EPA) Brownfields Community-Wide Assessment grant funds to investigate potential hazardous waste and petroleum contamination and to undertake redevelopment planning for vacant and underutilized properties along Carroll Creek into East Frederick.

The East Frederick Community-Wide Brownfields Assessment project will target strategic sites located throughout East Frederick (Census Tracts 7722). Frederick's industrial history dates back more than two and a half centuries to mid-18th century mills, resource extraction (timber, limestone, iron ore), brickmaking, and tanneries. Frederick followed mid-Atlantic manufacturing trends in the late 19th and 20th centuries, including a wartime manufacturing boom and post-war industrial decline. Much of Frederick's industry was concentrated in East Frederick, now a diverse area of approximately 2,235 acres that houses large and small businesses, the municipal airport, the fairground, light and heavy industrial uses, residential development, and freestanding buildings and shopping centers. East Frederick is bordered by residential development to the north, Interstate 70 (I-70) to the south, historic downtown Frederick to the west, and the Monocacy River to the east. Today, vacant and contaminated properties that create barriers to implementation of a redevelopment vision that includes plans for a technology incubator, jobs center, transportation hub, and marquee urban neighborhood. The target area is a federally designated Opportunity Zone where high poverty, low median income, and high unemployment lead to disparities in health, educational achievement, and quality of life for East Frederick residents.

More than $150 million in new mixed-use, infill development, and historic renovation is planned or underway on Frederick's East Side, extending along the City's iconic Carroll Creek Park from the heart of Frederick's downtown. Carroll Creek Park began in the late 1970's as a flood control and brownfields redevelopment project to remove downtown Frederick from the 100-year floodplain and restore economic vitality to the historic commercial district. The City has constructed $27 million in public improvements including multi-use paths, water features, bridges, public art, park furniture and lighting providing direct access to restaurants and retail activities in Downtown. Today, 1.5-mile stretch running from Court Street to just past Carroll Street has not protected local properties from flooding but has also become a unique centerpiece for the continued economic growth and enjoyment of downtown Frederick. The City has successfully sold nine parcels along Carroll Creek Park to development teams using this RFP process. Four of those parcels have been developed with office, residential, and retail space. The remaining parcels are in varying stages of the design and entitlement process. Some priority brownfield sites are located in the federally designated floodplain. The East Frederick Community-Wide Assessment project will build upon the success of the Carroll Creek redevelopment by advancing the extension of the bike and pedestrian infrastructure, stormwater management best practices, park amenities, and mixed-use commercial and residential development to the east of the downtown.

ii. Description of the Priority Brownfield Sites: With US EPA Brownfields Community-Wide Assessment funds, the City of Frederick will conduct Phase I and II assessments and reuse planning on key properties along the Carroll Creek Corridor and in East Frederick. Priority sites will include:

- Sites J & K – The City of Frederick owns a six-acre infill parcel comprised of contiguous sites known as "Sites J & K," which sit south of Carroll Creek along the east side of Carroll Creek Park on the 400 block of East Patrick Street. Site J housed the Shank and Etzler Lime Company from 1913 to 1954, before it was purchased by R.F. Kline Inc. Paving Contractors. Site K housed the lime quarry, which was later operated as a rubbish disposal site then filled with rubble. Most recently, Site J was used by the Department of Public Works (DPW) as a vehicle parking and storage site. A Phase I conducted by the Maryland Department of the Environment (MDE) in 2003 arsenic, lead, mercury, trace levels of acetone, and other contaminants. Updated assessments are needed to determine a remediation plan and advance redevelopment.
- Husky Park – The City of Frederick owns a 23-acre parcel located at 530 Highland Street just east of Sites J & K that provides a pedestrian connection from the Monocacy River to Downtown Frederick. The City purchased the site from Airpax Corp in 1994 and is currently in the process of selling the site to a third-party developer. The property was most recently used by DPW as laydown yard to store and stockpile various construction materials and as a designated Forest Conservation area.
- Potomac Edison Utility – Located at 421 East Patrick Street, this 10.37-acre site owned by First Energy and operated as the Potomac Edison Utility storage yard was formerly a coal gasification plant. The site is suspected to have hazardous waste and petroleum contamination.
- Brick Works – Located at 834 South Street, this 65-acre site owned by Brickworks Development LLC was the operations site for Frederick Brick Works for 116 years before relocating its company offices and warehouse. Most structures on the site have been demolished. The site has likely hazardous waste contamination.
- Bluegrass Properties – Located at 834 E. South Street (2 sites) and Monocacy Boulevard (2 sites), these sites are owned by Frederick Corner LLC Peterson Company were previously operated as the Bluegrass Quarry fill and for paving operations. The sites have likely hazardous waste contamination and potential petroleum contamination.
- 306 E Patrick Street – Owned by 304-308 East Patrick Street LLC, this site of a former gas station has a 2,747-SF storage building onsite. The site has known groundwater contamination.

b. Revitalization of the Target Area. i. Reuse Strategy & Alignment with Revitalization Plans: The priority brownfields sites, all located within East Frederick, were strategically selected due to their feasibility for redevelopment, capacity to leverage resources, and potential for advancing economic development and housing plans. Sites J & K are envisioned for high density residential and/or mixed-use to anchor the east end of Carroll Creek Park, which will catalyze area-wide development east of downtown. The City is in the process of selling the Husky Park Site (just east of Sites J & K) to a developer that plans to build multi-family workforce housing with green stormwater infrastructure and a shared-use path connection from downtown through East Frederick along Carroll Creek and Monocacy Boulevard. This path system will provide direct access to the C. Burr Artz Library, County Court House, retail and restaurants, and to the Downtown Multi-Modal Transit Center with MARC commuter rail, Greyhound and County TransIT. The former Brick Works site is envisioned for office, retail, and multi-family residential due to its proximity to Downtown Frederick and Carroll Creek Park. The Bluegrass Properties are envisioned for reuse as commercial retail.

These reuse plans align with over a decade of community-driven revitalization planning for the Carrol Creek Corridor and East Frederick. In 2010, East Frederick Rising, a non-profit corporation, in cooperation with the City of Frederick, spearheaded a series of public workshops and meetings to develop the 2010 East Frederick Rising Vision Plan. East Frederick Rising (EFR) seeks to cultivate a vibrant economic center on the east side of Frederick City that reflects the charm and viability of the historic downtown center while incorporating technologically advanced infrastructure and amenities. This community-driven plan envisions a revitalized east end of the city that is a vibrant, safe and diverse place where residential and commercial opportunities flourish and expand in accordance with smart growth principles. On December 11 and 12, 2013, the East Frederick Rising non-profit partnered with the City to convene eleven Urban Land Institute (ULI) members for a Technical Assistance Panel (TAP) to develop creative strategies for addressing barriers to investment in East Frederick. The resulting Revitalization and Development in East Frederick, Maryland, Report breaks out three "Small Area Plans" that address the unique characteristics and realities of different sections of the study area: (1) Mixed-Use Magnet; (2) Residential Neighborhood; and (3) Airport and Industrial. On August 3, 2017, the Mayor and Board of Aldermen adopted the East Street Corridor Small Area Plan (ESCAP), which includes specific recommendations for the future of the target area including the location of new buildings and their appearance, as well as how to enhance existing development and ensure compatibility between uses in a mixed-use environment. The City of Frederick Brownfields Community-Wide Assessment grant will further these revitalization plans by addressing environmental uncertainty and advancing site-specific reuse planning to help facilitate and accelerate the redevelopment of the priority brownfield properties. New construction will incorporate energy efficiency measures to promote environmental sustainability and reduce costs.

ii. Outcomes & Benefits of Reuse Strategy: The robust revitalization plans for the Carroll Creek Corridor and East Frederick will extend the walkable, connected, vibrant, safe, attractive, and sustainable Downtown Frederick east, boosting Frederick as a new mid-Atlantic economic engine. The reuse strategies for the priority sites are tied into Frederick's plans for public investment in infrastructure upgrades, innovative green stormwater management strategies, and recreational enhancements along Carroll Creek. The revitalization plans will spur economic growth in the federally designated Opportunity Zones that encompasses East Frederick (tract 7722). The City and County of Frederick are marketing the Opportunity Zones to promote developer interest and private investment in the target area. Assessment funds will enable Frederick to provide more certainty to prospective developers on the environmental conditions of key sites, improving the city's ability to leverage private sector investment. The proposed revitalization plans promote infill development and reuse of existing buildings and structures. The City of Frederick has deployed adaptive reuse as a core development practice in East Frederick to preserve the City's historic character, transform liabilities into assets, and showcase the unique facades and architectural achievements of Frederick's two and half centuries of history while a facilitating growth of 21st Century jobs. Phase I and II assessments will enable the City and developers to determine how to be maintain and restore existing structures while protecting public and environmental health.

c. Strategy for Leveraging Resources, i. Resources Needed for Site Reuses**:** The City of Frederick is eligible for several Maryland State brownfields incentive and assistance programs that will help the City to advance reuse plans beyond the EPA Assessment grant. The Maryland Department of Planning serves as a resource, liaison, and facilitator for brownfield remediation and redevelopment, connecting local planning jurisdictions and other interested parties throughout

the State with brownfield assessment, cleanup, planning, and redevelopment funding and incentive opportunities through State agencies. Maryland's Brownfields Revitalization Incentive Program (BRIP), administered by the Maryland Department of Commerce, is available to properties that are in jurisdictions that have enacted local BRIP legislation; that have gone through the Maryland's Voluntary Cleanup Program (VCP); and that have received a Maryland Department of Commerce designation as qualified brownfields sites. Frederick has enacted BRIP legislation and plans to enroll City-owned sites with contamination in VCP if they are not already enrolled. Eligible sites earn a 50% property tax credit on the difference between the pre-remediation and post-remediation local property tax assessments. In addition to the BRIP, developers who locate projects in Frederick have access to an array of state and local incentives for economic development and business attraction, including Historic Preservation Property Tax Credits, EmPower Maryland green energy incentives, the City's High Performance Building Tax Credit, and the local "Grow Grant" for start-ups. Frederick anticipates that the ability to provide environmental assessment resources to private developers, coupled with state and local incentives and the federal Opportunity Zone designation, will spur significant private investment in the reuse of priority sites.

ii. Use of Existing Infrastructure: Frederick will focus on deploying cost-efficient upgrades to existing infrastructure needed for redevelopment. Existing streets, sewer lines, and other critical infrastructure will continue to serve several priority sites, while EPA Assessment funding and additional resources such as those listed above will also help facilitate planned infrastructure upgrades to better connect key areas of the community and improve stormwater management.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

a. Community Need, i. The Community's Need for Funding: The target area (Tract 7722) is a distressed community of only 1,351 residents with limited ability to carry out environmental remediation without EPA Assessment grant assistance. According to 2018 American Community Survey data (most recent available), the poverty rate is 15.9% and median household income is $60,179, as compared with 7.1% poverty and $91,999 median income for Frederick County and 9.4% poverty and $81,868 median income for the State of Maryland. The City of Frederick is limited in its ability to draw on local funding sources to support the project, especially after tax revenue shortfalls caused by stay-at-home orders and other necessary public health regulations. The City has expended significantly on stormwater management, park improvements, public safety, road improvements, airport, and utilities in the East Frederick Area. The City is limited for future expenditures in the near term in this area but desires to further the redevelopment potential from private sector entities.

ii. Threats to Sensitive Populations: *(1) Health or Welfare of Sensitive Populations:* The East Frederick Community-Wide Brownfields Assessment will help to identify and reduce threats to the health or welfare of children under 5 (1.3% of population), seniors 65 and older (13.8% of population), pregnant women, non-white residents (30% of population), and low-income residents (15.9% poverty) in the target area. The brownfields assessment project will prioritize sites that are proximate to residential areas for assessment and ensure that cleanup plans properly address health concerns and risks to sensitive populations.

(2) Greater than Normal Incidence of Disease and Adverse Health Conditions: The EPA Assessment grant will be utilized to identify environmental contamination and plan for remediation of key sites to help address environmental burdens that contribute to a greater-than-

normal incidence of chronic disease and health challenges associated with the toxic releases to the air and the water that come from concentrated brownfields properties. In 2018, the Metropolitan Washington Council of Governments Regional Indicators Project published a sub-regional analysis of health outcomes that identified significant health disparities between census tracts in the City of Frederick. Life expectancy at birth for residents of East Frederick (2005-2014) was in the lowest quartile; East Frederick had the lowest "Healthy Places Index Score"—a snapshot measure of conditions associated with increased (or decreased) life expectancy; age of housing was in the highest quartile (2010-2014); and percent of residents achieving some college education or higher (2010-2014) was in the lowest quartile. The most recent Maryland Department of Health data about Asthma Emergency Room Discharges (2013) by zip code shows a rate of 71 discharges per 10,000 in zip code 21701, which encompasses East Frederick, relative to a rate of 59 discharges for Frederick County as a whole. The most recent data about low birth weight (2015) by zip code shows a rate of 25 per 10,000 in zip code 21701, relative to a rate of only 5 for Frederick County.

(3) Disproportionately Impacted Populations: The assessment project will accelerate the remediation of contaminated sites that contribute to environmental justice burdens for low-income residents of East Frederick. EPA's EJSCREEN EJ Index measurement—a combination of environmental and demographic information—indicates troubling environmental justice consequences resulting from East Frederick's industrial legacy. The target area is in the 68th percentile in the region for exposure to PM 2.5, NATA Air Toxics Cancer Risk, and NATA Respiratory Hazard Risk; 69th percentile for NATA Diesel PM exposure; 70th for Traffic Proximity; 71st for Lead Paint Indicator; 69th percentile for Superfund Proximity; 73rd percentile for RMP Proximity; 70th percentile for Hazardous Waste Proximity; and 84th percentile for wastewater discharge indicator.

b. Community Engagement, i. Project Involvement, ii. Project Roles:

Partner Name	Point of Contact	Specific Project Role
East Frederick Rising	Chris Kline, Jr., President, 240.457.4802, CKline@FredCommercial.com	Steering Committee; outreach; public input; site selection; reuse planning
Downtown Frederick Partnership	Kara Norman, Executive Director, 301.698.8118, kara@downtownfrederick.org	Steering Committee; outreach; public input; site selection; reuse planning
Frederick County Small Business Development Center	Robert Bower, Frederick County Consultant, 301.600.1967, rbower@umd.edu	Economic/business development; engagement w/business community
Urban Land Institute Baltimore	Lisa Norris, Senior Director, 443.824.4246, Lisa.Norris@uli.org	Smart growth technical assistance; reuse planning
Frederick Community Action Agency	Ramenta Cottrell, Housing and Human Services Director, 301.600.3955, rcottrell@cityoffrederickmd.gov	Steering Committee; community engagement; reuse planning
The Community Foundation of Frederick County	Elizabeth Day, President & CEO, 301.695.7660, president@FrederickCountyGives.org	Local community foundation; potential funder
Developers	Various contacts	Site selection; reuse plans

iii. Incorporating Community Input: The City of Frederick will take the actions to ensure robust community engagement in the EPA Brownfields Community-Wide Assessment project:

- Launch a Brownfields Steering Committee with representation from community groups, local businesses, residents, and developers;
- Conduct targeted outreach to community members in East Frederick and along Carroll Creek to encourage participation in the site selection and reuse planning process through print and online notices (send to >1,000 residents), newsletters, announcements at public gatherings (if pandemic-safe), and door-to-door publicity (if pandemic-safe);
- Convene twelve (12) Steering Committee meetings (in-person or online) with public inputs sessions over the three-year grant period to provide community groups, business owners, and residents the opportunity to contribute to site selection and reuse planning, as well as to learn about the environmental investigations and their results;
- Request each organization represented on the Steering Committee provide progress reports to its organizational staff, members, and constituents on a regular basis; and
- Establish and update dedicated pages on the City's and partners' webpages with information, documents, and a means to take public input.

3. TASK DESCRIPTIONS, COST ESTIMATES, & MEASURING PROGRESS

a. Description of Tasks/Activities & Outputs, i. Project Implementation: EPA funds will enable the City of Frederick to conduct extensive community engagement, conduct up to six Phase I assessments (4 hazardous, 2 petroleum), up to six Phase II assessments (4 hazardous, 2 petroleum), and undertake site reuse and cleanup planning for catalytic sites. Key residential and business leaders will participate on the East Frederick Brownfields Steering Committee. Two project teams will support project delivery: a Community Engagement Team will carry out strategies to enhance citizen involvement and a second Technical Team will oversee and support assessment activities.

Task/Activity 1: Cooperative Agreement Oversight
i. Project Implementation: The Project Director will oversee grant activities with the support of the Technical Lead, who will ensure compliance with grant requirements, and the Community Engagement Lead, who will oversee stakeholder coordination. Tasks include: Competitively procuring a Qualified Environmental Professional (QEP) and expert reuse planning consultants; convening and East Frederick Brownfield Steering Committee; sending two staff to the National Brownfields Conference; completing programmatic reporting requirements (e.g., quarterly reports, ACRES, MBE/WBE, and financial reports); and budget tracking. The Project Director will perform general programmatic management and communication with regulatory agencies, local elected officials, and the Steering Committee.
ii. Anticipated Project Schedule: Procure qualified contractors in Q1 – Q2 of Y1; conduct programmatic management and coordination throughout grant period; undertake reporting and budget tracking throughout grant period.
iii. Task/Activity Lead: Richard Griffin, Economic Development Director (Project Director); Tracy Ann Coleman, P.E., Deputy Director of Public Works (Technical Lead); and Joe Adkins, Deputy Director for Planning (Community Engagement Lead)
vi. Outputs: Formation of Steering Committee and project teams; procure QEP; 12 quarterly reports; ACRES data entry; annual MBE/WBE and financial reports; attendance to the National Brownfields Conference; and final grant closeout report.

Task/Activity 2: Community Outreach & Involvement
i. Project Implementation: The Community Engagement Team will lead outreach to residents, businesses, and community groups to encourage participation in the East Frederick Brownfields Steering Committee. The Steering Committee will engage in site selection and prioritization for assessment, as well as reuse planning for priority sites. The Project Team will connect with the community through quarterly meetings, newsletters, web sites, and social media. The QEP will assist in preparing a community involvement plan and presenting information and gathering input at public events. The project team will also partner with Frederick County Health Department to assess the impact of brownfields on public health. The Project Team will use the Agency for Toxic Substances and Disease Registry (ATSDR) Brownfields/Land Revitalization Action Model to foster dialogue among the diverse members of the community.
ii. Anticipated Project Schedule: Outreach for community engagement opportunities in Q1-Q2 and as needed throughout grant period; quarterly Steering Committee meetings w/ public input; site selection in Q3 – Q4
iii. Task/Activity Lead: Joe Adkins (Community Engagement Lead) with support from QEP and reuse planning consultant team
vi. Outputs: Community engagement plan; quarterly meetings with neighborhood groups; newsletters/fact sheets; outreach and presentation materials; public notification advertisement and other media updates; and establishment of administrative record
Task/Activity 3: Brownfield Assessment Activities
i. Project Implementation: The QEP, with support of the Project Director and Steering Committee, will conduct Phase I and Phase II Environmental Site Assessments (ESAs) in accordance with teh American Society for Testing Materials Standard (ASTM) 1527-13 and the guidelines set forth in the US EPA's AAI Rule. The QEP will procure subcontractors if necessary; provide planning/technical assistance on sites (tax records, mapping, past studies); prepare a comprehensive Quality Assurance Project Plans (QAPP) for all sites; submit QAPPs to US EPA Region 3 for approval; and prepare Sampling and Analysis Plans and Health and Safety Plans as needed for Phase II Assessments. Based upon its priority sites for redevelopment, the City of Frederick estimates it will conduct 6 Phase I assessments (4 hazardous, 2 petroleum), and up to 6 Phase II assessments (4 hazardous, 2 petroleum).
ii. Anticipated Project Schedule: Site access agreements will be executed in Q3 – Q6; Phase I and II Assessments will begin in Q5 and continue throughout grant period
iii. Task/Activity Lead: Tracey Ann Coleman (Technical Lead) and QEP Team
vi. Outputs: 6 Phase Is, 4 Phase IIs; 1 generic QAPP; and 5 site-specific QAPP addenda
Task/Activity 4: Cleanup/Reuse Planning ($60,000)
i. Project Implementation: The QEP will work with the Project Director, Steering Committee, QEP, and reuse planning consultants to produce Remedial Action Program Plans (RAPPs) to advance the priority sites toward redevelopment. The QEP will also undertake any additional site reuse assessment, infrastructure assessments, sites disposition strategies, and evaluations of market viability that are needed to ensure feasible redevelopment plans. Analyses of *Brownfield* Cleanup Alternatives (ABCA) will be produced for priority sites for remediation.
ii. Anticipated Project Schedule: Reuse and cleanup planning activities will begin in Q9 and continue through the end of Q12.
iii. Task/Activity Lead: Community Engagement Team; Technical Team; and QEPs
vi. Outputs: Community charrettes; market analysis identifying prospects for mixed-use development; sustainable land use plan; implementation strategy; final ABCAs; cleanup plans.

b. Cost Estimates: The City of Frederick seeks $300,000 in US EPA Brownfields Community-Wide Assessment grant funding. The budget was developed with input from environmental and reuse planning consultants.

Task 1) Cooperative Agreement Oversight ($11,450): **Personnel**: $4,000 = Project Director @ $100,000/yr * 0.0133 FTE * 3 yrs; **Travel expenses:** $2,700 – 2 staff attending 2 regional conferences and 2 EPA conferences (4 * $400) flights, driving ($90 gas), hotels (6 * $110), and $350 (approx. 18 meals); **Contractual:** $4,500 QEP fee for reporting based upon estimate from brownfields consultant; **Supplies:** $250 misc. office supplies (copies, pens, paper clips, ink, etc.)

Task 2 – Community Outreach & Involvement ($16,700): **Personnel Costs:** $5,000 = Project Director @ $100,000/yr * 0.0167 FTE * 3 yrs); **Contractual:** $8,000 QEP & reuse planning consultants' fee for participating in/facilitating public meetings; **Supplies:** $2,000 ($1000 = 10,000 copies print materials @ $0.10 per for outreach, meetings, etc), $500 misc. office supplies, $500 audiovisual and design; **Other: Meeting Expenses -** $1200 = 12 meetings * $100 per room rental

Task 3 – Brownfields Assessment Activities ($181,450): **Staff:** $3,000= Project Director @ $100,000/yr * 0.01 FTE * 3 yrs to manage the assessment process, negotiation with site owners, coordination of consultants; **Contractual**: $178,000 QEP fee = 6 Phase I Assessments @ $4,000 each + 6 Phase II Assessments @ $24,000 each, $10,000 for other assessment activities, supplies, and materials **Supplies:** $400 misc. office supplies for consultants and staff

Task 4 – Site Reuse & Cleanup Planning ($90,400): **Personnel:** $4,000= Project Director @ $100,000/yr * 0.0133 FTE * 3 yrs); **Contractual:** $96,000 QEP fee for remedial action planning and other planning***;*** **Supplies:** $450 for misc. office supplies. This task is 30.1% of budget.

Budget Table					
Category	Cooperative Agreement	Community Outreach	Brownfields Assessment	Reuse Planning	**TOTAL**
Personnel	$4,000	$5,000	$3,000	$4,000	$16,000
Fringe		$0	$0	$0	$0
Travel	$2,700	$0	$0	$0	$2,700
Equipment	$0	$0	$0	$0	$0
Supplies	$250	$2,500	$450	$400	$3,600
Contracts	$4,500	$8,000	$178,000	$86,000	$276,500
Other	$0	$1,200	$0	$0	$1,200
TOTAL	**$11,450**	**$16,700**	**$181,450**	**$90,400**	**$300,000**

c. Measuring Environmental Results: The Project Team will track, measure, and document its progress toward environmental, economic, equity, quality of life and green infrastructure outcomes by: designating an individual staff person, along with consultant help, to track, measure, and document outputs and outcomes in the project; holding regularly Steering Committee meetings with public input every quarter where the City will provide progress reports; posting progress reports on outputs and outcomes via its web-based outreach tools, including a dedicated webpage; and timely providing required reports to EPA, MDE, and other stakeholders.

Goals for project outputs, results, and eventual outcomes include:

(1) Cooperative Agreement Oversight: **Outputs:** Effectively executed cooperative agreement; clearly established roles and tasks for grant management process; training and capacity-building at conferences for two staff; and compliance measures in place. *Outcome:* Grants efficiently

administered, clear governance structure, timely and complete reporting. *Tracking:* ACRES reporting and internal quality assurance evaluation.
(2) Community Outreach & Involvement: *Outputs:* 12 community meetings; >1,000 community members reached with outreach; dedicated web page; and formal site access agreements. *Outcome:* Stakeholders have ownership and input in project, stakeholders are vested in redevelopment plan. *Tracking:* ACRES report on engagement, biannual satisfaction surveys, public feedback to results.
(3) Brownfields Assessment Activities Outputs: 6 Phase I assessments (2 petroleum; 4 hazardous) and 6 Phase II assessments (2 petroleum; 2 hazardous). *Outcome:* More certainty and less risk associated with key sites, health benefits from public awareness and future cleanup. *Tracking:* ACRES reports on results, Maryland Department of Health Data.
(4) Site Reuse & Cleanup Planning Outputs: RAPPS; reuse plans that align with the overall revitalization vision; community support and approval. *Outcome:* Environmental justice for residents through reuse plans that provide parks, greenspace, jobs, housing, and retail. *Tracking:* ACRES reports on plans, achievement of revitalization plan goals.

4. PROGRAMMATIC CAPABILITY & PAST PERFORMANCE

a. Programmatic Capability, i. Organizational Structure, ii. Description of Key Staff: The City of Frederick has successfully completed a major brownfields redevelopment project that transformed vacant and contaminated properties into the Carroll Creek Linear Park. This project will build upon the successful project management structures deployed throughout the Carroll Creek transformation to extend the walkable, vibrant downtown into East Frederick. The organizational structure for the Community-Wide Assessment project will include Core Leadership Team, the Community Engagement Team, Technical Team, and Steering Committee. This redundancy between teams will help ensure that milestones will be achieved, even in the event of employee turnover. An initial meeting of the Core Leadership Team with participation from the Mayor and heads of the Economic Development, Public Works, Planning, and Sustainability Departments will kick off the project will the development of a detailed work plan with clear milestones, responsibilities, and reporting structures to track progress. Richard Griffin, the City's Economic Development Director, will serve as the Project Director. Mr. Griffin has served as the director of Economic Development for the City of Frederick, Maryland since 2002. An accomplished urban planner and economic developer with 30 years of planning and economic development experience, Richard has worked at the city, county, and regional level. His previous assignments include executive director of the Downtown Frederick Partnership, Program Manager of Comprehensive Planning for Loudoun County, Virginia, Senior Regional Planner for the Appalachian Council of Governments, and on the staff of US Representative James McClure Clarke (11th NC). Mr. Griffin holds degrees from Western Carolina University and Clemson University. He serves on the Board of Directors of the Downtown Frederick Partnership, Fort Detrick Alliance, the Frederick Innovative Technology Center, Inc., and the Frederick County Workforce Development Board. Richard will serve as the project's liaison to EPA Region 3 and be responsible for assuring compliance with administrative and reporting requirements.

Richard will be supported by a qualified team of interdepartmental staff. Tracey Coleman, PE< Deputy Director of Public Works – Engineering & Operations (25 years' engineering experience), will lead the Technical Team, working directly with the QEP to advance assessment activities. Joe Adkins, Planning Director (20 years' experience in Frederick planning), will lead the Community

Engagement Team, including outreach, Steering Committee development and public input sessions. Gerry Kolbfleisch, the City's Finance Department, will manage the fiscal administration.

iii. Acquiring Additional Resources: The project team will procure the QEP and additional remedial planning consultants in adherence with local, state, and federal competitive procurement standards. The City's procurement procedures include seeking statements of qualifications and price proposals that are reviewed by the City Council and staff. The Steering Committee will have an advisory role in QEP procurement. Professionals with previous EPA Brownfields experience will be encouraged to compete. Contractors who submit the lowest bona fide bids and are considered to be fully responsible and qualified will be selected. City Council approval is required for all RFP awards. Assuming a May 1, 2021, award date, the City anticipates the immediate release of the RFP with proposal due June 15, 2021. The City will select the QEP and any additional expert consulting firms by July 31, and following selection, execution of contracts will be complete by September 1, 2021. Should the need arise to recruit new staff for the project, the City will seek candidates with previous brownfields experience. Open positions will be filled quickly, and new staff members will be assimilated into existing team structures.

b. Past Performance & Accomplishments, ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements: *(1) Purpose & Accomplishments, (2) Compliance with Grant Requirements*: The City of Frederick has extensive experience successfully managing federal and state grants for revitalization and redevelopment projects. The City has applied for and received and managed in excess of $20 million in state and federal grants in the past five years including for obstruction removal and runway extension at the Frederick Municipal Airport, Transportation Enhancement and Bikeways Grants for Carroll Creek Park Multi-Use Path System). The City has completed those projects successfully on-time, on-budget, and in compliance with all regulations. Carroll Creek Park has received top awards at the state and federal level.

Additionally, the City has received $100,000 to $150,000 annually for the past decade for State of Maryland DHCD Community Legacy Grants for commercial façade and interior renovations by private building owners along the National Road through Frederick. Since 2015, the City's Façade improvement program marketed in conjunction with East Frederick Rising, Downtown Frederick Partnership, and Golden Mile Alliance has resulted in more than 112 building improvement grants awarded totaling $650,000 and projects valued in excess of $2.24 million and has induced additional neighborhood investment. The City has complied with all grant and reporting requirements. A testament to the City's successful grant management, the City was awarded an additional $100,000 in Community Legacy Grants to expand the Frederick Façade Improvement Program in 2019.

City of Frederick, MD
Application for EPA Brownfields Community-Wide Assessment Grant

THRESHOLD CRITERIA RESPONSE

Name of Applicant: City of Frederick, MD

1. Applicant eligibility: The City of Frederick, MD, is a unit of municipal government, a political subdivision under the laws of the State of Maryland.

2. Community Involvement: The City of Frederick will take the actions to ensure community engagement in the EPA Brownfields Community-Wide Assessment project:

- Launch a Brownfields Steering Committee with representation from community groups, local businesses, and residents, including East Frederick Rising (EFR) a non-profit corporation seeking to cultivate a vibrant economic center on the east side of Frederick City that reflects the charm and viability of the historic downtown center while incorporating technologically advanced infrastructure and amenities.
- Conduct targeted outreach to community members in East Frederick and along Carroll Creek to encourage participation in the public input process for the Assessment grant through print and online notices, newsletters, announcements at public gatherings (if pandemic-safe), and door-to-door publicity (if pandemic-safe);
- Convene twelve (12) Steering Committee meetings with public inputs sessions over the three-year grant period to provide community groups, business owners, and residents the opportunity to contribute to site selection and reuse planning, as well as to learn about the environmental investigations and their results;
- Request each organization represented on the Steering Committee to provide reports to its organizational staff, members, and constituents on a regular basis;
- Establish and update dedicated pages on the Town website with information, documents, and a means to take public input; and
- Create a set of print and internet outreach materials explaining the project and its progress.

3. Expenditure of Assessment Grant Funds: The City of Frederick does not have an active EPA Brownfields Assessment grant.

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:
- [ ] Preapplication
- [x] Application
- [ ] Changed/Corrected Application

* 2. Type of Application:
- [x] New
- [ ] Continuation
- [ ] Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received: 10/28/2020

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Frederick

* b. Employer/Taxpayer Identification Number (EIN/TIN): 526000789

* c. Organizational DUNS: 6193576500000

d. Address:

* Street1: 101 N Court Street
Street2:
* City: Frederick
County/Parish:
* State: MD: Maryland
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 21701-5415

e. Organizational Unit:

Department Name:

Division Name:

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

Prefix:
* First Name: Richard
Middle Name:
* Last Name: Griffin
Suffix:

Title:

Organizational Affiliation:

* Telephone Number: 3016006361
Fax Number:

* Email: rgriffin@cityoffrederickmd.gov

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:**

The City of Frederick's East Frederick Community-Wide Brownfields Assessment

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 MD-006 * b. Program/Project MD-006

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

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 05/01/2021 * b. End Date: 04/30/2023

18. Estimated Funding ($):

* a. Federal	300,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	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 10/28/2020.

☐ 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: Gerald

Middle Name:

* Last Name: Kolbfleisch

Suffix:

* Title: Finance Director

* Telephone Number: 301-600-1395 Fax Number:

* Email: gkolbfleisch@cityoffrederickmd.gov

* Signature of Authorized Representative: Gerald Kolbfleisch * Date Signed: 10/28/2020