



City of Gloversville

Request for Proposals:

Environmental Engineering Services
to Perform Brownfield Assessments
and Remediation Plans

July 26, 2024

City of Gloversville Request for Proposals

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REQUEST FOR PROPOSALS
Environmental Engineering Services
to Perform Brownfield Assessments

INTRODUCTION

The City of Gloversville is seeking proposals from consultants and firms interested in identifying and assessing Brownfield sites in the City. Responses must be received from qualified environmental professionals. The project is funded with USEPA Brownfield Assessment and Cleanup grant funds. Grant funds are being administered by the City of Gloversville.

This RFP is being made under USEPA's Brownfields program for revitalization of sites where redevelopment is complicated by real or perceived contamination from hazardous substances and is subject to an EPA Cooperative Agreement.

PROJECT DESCRIPTION AND SCOPE OF SERVICES

This project is funded by an EPA Brownfields Assessment Grant - The agreement with USEPA will provide funding for the City of Gloversville to inventory, characterize, assess, and conduct cleanup planning and community involvement related activities for brownfield sites located at various sites around the City. These areas lie within Fulton County in New York State. The project will encompass site assessments, development of site-specific quality assurance project plans, reuse plans, development of area-wide plans, cleanup and remediation plans as outlined in the attached Exhibit A Narrative and Exhibit B Work Plan .

The individual or firm selected will undertake all the services and comply with all terms and conditions of the USEPA funding including Exhibit A Narrative Proposal, and Exhibit B, Assessment Work Plan which are attached to this RFP. In submitting a proposal, respondent acknowledges that the respondent has reviewed Exhibits A and B, and assures that it will comply with the terms and conditions of those exhibits.

SELECTION PROCESS

Respondents to this RFP will be reviewed and selected according to the competitive proposal process. The selection will be based upon the technical skills and relevant experience as follows:

1. Technical Capability - The relevant knowledge and training in providing the type of services necessary to undertake this project.
2. Experience/Track Record - The number of years and type of experience in working in brownfields assessment projects, particularly those of a similar nature to the subject project.
3. Knowledge of regulations pertaining to brownfields assessment and remediation.

4. Demonstrated ability to complete assigned tasks on time and within budget.
5. Cost - The total cost of providing services in relation to other factors. Applicant's ability and willingness to comply with procurement and cost documentation requirements.

SUBMISSION REQUIREMENTS

Interested parties should submit an electronic version and two hard copies of a written proposal to include, but not be limited to:

1. General company brochure (if any) or business informational material including a description of services that the firm renders for its clients.
2. Resumes of staff who would be working on this project.
3. A listing of projects undertaken over the past ten years of a similar size and scope to the proposed project, including location, project description, project cost, and other relevant information.
4. References, including names, addresses, and telephone numbers from at least three current or former clients.
5. A stated fee for services, and other costs associated with the work described above. Note that the City of Gloversville reserves the right to negotiate pricing with any selected firm.

Proposals will be accepted until 12:00 PM, September 12, 2024. Proposals are to be mailed to the address below.

Jennifer Mazur, City Clerk
City of Gloversville
City Hall, 3 Frontage Road
Gloversville, NY 12078

Respondents must also email the proposal to cityclerk@cityofgloversville.com in a single document in pdf format only.

CONTRACTOR STATUS

The relationship between the City and the selected firm will be a contractual one for professional services. The Engineer or firm will not become an employee of the City.

ADVERTIZING AND DISTRIBUTION LIST

Media

The following public notice is to be published in the City's official newspaper, the Leader Herald, and in the Schenectady Gazette :

REQUEST FOR PROPOSALS ENVIRONMENTAL ASSESSMENT SERVICES

The City of Gloversville is requesting proposals from qualified environmental firms to provide Phase 1 and Phase 2 environmental assessments and re-use and remediation plans, pursuant to funding from the U.S. Environmental Protection Agency. The estimated cost of the projects is \$1,000,000. Respondents will be reviewed and selected according to the competitive proposal process based upon cost, technical skills, and relevant experience of the individual project staff.

A complete copy of the RFP can be obtained by writing to the Gloversville City Clerk, City Hall, 3 Frontage Road, Gloversville, New York 12078 or by calling is 518-773-4542, or by email at cityclerk@cityofgloversville.com. Proposals will be accepted until 12:00 Noon, September 12, 2024. Women-owned and minority-owned businesses are encouraged to submit responses to the RFP. Proposals are to be emailed to cityclerk@cityofgloversville.com and mailed to:

Jennifer Mzaur, City Clerk
City of Gloversville
City Hall, 3 Frontage Road
Gloversville, NY 12078

State Contract Reporter

This RFP will also be posted the the State Contract Reporter website.

WOMEN AND MINORITY BUSINESS ENTERPRISES

This RFP is open to consultants and firms eligible and qualified to do Environmental Assessments. Certified Minority and Women-owned Business Enterprises (M/WBE) are encouraged to apply, and M/WBE participation is a priority under the project's grant funding. For more information about M/WBE certification, contact New York State/Empire State

Development's Division of Minority- and Women-Owned Business Development
<http://www.esd.ny.gov/MWBE.html>.

INSURANCE AND SPECIAL CONTRACT REQUIREMENTS

In order to enter into a contract agreement, Contractors must show evidence of the following:

1. Proper insurance coverage and current policies, with limits below:
 - a. Workers' Compensation and Disability Benefits as required by New York State law
 - b. Commercial General Liability – \$500,000 for each occurrence for injury to persons and not less than \$1,000,000 for damages to property.
 - c. Proof that the Respondent has the necessary permits and licenses to conduct such work.
2. In addition to the above, Respondents must comply with the provisions of all applicable Federal Regulations, including but not limited to 2 CFR 200, 2 CFR 1500, 40 CFR 31, 40 CFR Part 33 and 40 CFR Part 35 Subpart O.

Exhibit A

Narrative

City of Gloversville

Commissioner of Finance

3 Frontage Road

Gloversville, New York 12078-2897

518-773-4536 (phone) 518-773-2593 (fax)



NARRATIVE INFORMATION SHEET

1. Applicant Identification:

City of Gloversville
Vincent DeSantis
Mayor of Gloversville
3 Frontage Road
Gloversville, NY 12078
518-773-4542

2. Funding Requested:

- a. Type of Grant: Multipurpose Grant
- b. Federal Funds Requested = \$1,000,000

3. Location:

- a. City of Gloversville
- b. Fulton County
- c. NY

4. Target Areas and Priority Site Information:

Target Area: Gloversville Brownfield Opportunity Area (BOA)

Census Tract areas: 36035970900, 36035970800, 36035970700, 36035971100

Priority Sites:

- 1. Pan American Tannery, 312 West Fulton St., Gloversville, NY
- 2. Risedorph Tannery, 130-184 W. Eighth Ave., Gloversville, NY
- 3. Tradition Leather, 30 & 34 W. Tenth Ave. & 44 & 47 W. Eleventh Ave. Gloversville, NY
- 4. Former Decca Records, 80 Lincoln Street, Gloversville, NY
- 5. FJ&G Railroad Property, 115-119 West Fulton St. Gloversville, NY
- 6. Former Daniel Hayes Tannery, 177 West Fulton St. Gloversville, NY
- 7. Comrie Inc., 92 & 96 Harrison St. Gloversville, NY
- 8. Van Tent Pole, 1 Rose St. Gloversville, NY

5. Contacts

a. Project Director:

Vincent DeSantis
Mayor of Gloversville
3 Frontage Road
Gloversville, NY 12078
518-773-4542

b. Highest Ranking Official

Vincent DeSantis
Mayor of Gloversville
3 Frontage Road
Gloversville, NY 12078
518-773-4542

6. Population: City of Gloversville = 14,770

7. Other Factors

Other Factors Checklist	Page #
Community Population (TA) is 10,000 or less	1, 5
The applicant is, or will assist a federally recognized Indian tribe or United States Territory	N/A
The priority site is impacted by mine-scarred land	N/A
The priority site 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, 3
The priority site(s) is in a federally designated flood plain.	1, 2
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	3, 5
The reuse of the priority site(s) will incorporate energy efficiency measures.	3, 4
The proposed project will improve local climate adaptation/mitigation capacity and resilience to protect residents and community investments	4
At least 20% of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section 1.B. for priority sites within the target areas.	10
The target area(s) is located within a community in which a coal-fired power plant has recently closed (2013 or later) or is closing.	N/A

8. Letter from State (see separate attachment from the NYS Dept. of Environmental Conservation)

9. Releasing Copies of Applications: N/A

This information is not confidential, privileged, or sensitive and may be made public.

NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION

Division of Environmental Remediation, Bureau of Program Management

625 Broadway, 12th Floor, Albany, NY 12233-7012

P: (518) 402-9764 | F: (518) 402-9722

www.dec.ny.gov

November 2, 2023

Vincent DeSantis, Mayor,
City Hall of Gloversville
3 Frontage Rd.
Gloversville, NY 12078

Dear Mayor DeSantis:

This is to acknowledge that the New York State Department of Environmental Conservation (DEC) received a request from HRP Associates on behalf of the City of Gloversville, dated October 23, 2023, for a state acknowledgement letter for a Federal Year 2024 United States Environmental Protection Agency (USEPA) Brownfields grant.

I understand that the City of Gloversville plans to submit a Multipurpose grant application for \$1,000,000. Focus of the funding will be to conduct Phase I/II Environmental Site Assessments, investigations, remedial plans, and public engagement for sites located in Gloversville, NY. Sites include the Fonda, Johnstown, and Gloversville Rail Trail, Pan American Tannery, Former Daniel Hayes Tannery, Risedorph Tannery, Former Comrie Inc., Van Tent Pole, Tradition Leather, and Former Decca Records. Known contamination includes PAHs, VOCs, PCBs, lead paint, asbestos-containing building materials, and heavy metals. Funding will also be allocated for inventory, characterization, and/or assessment of brownfield sites, associated planning (including reuse and/or remediation planning) and community involvement activities.

DEC encourages initiatives to redevelop brownfields with the goal of mitigating any environmental and health impacts that they might pose.

Sincerely,



Karen Diligent

Director, Bureau of Program Management

cc: T. Wesley, USEPA Region 2
Y. DeJesus, USEPA Region 2
R. Mustico, DEC Albany
B. Huyck, DEC Region 5
T. Weiterschan, City of Gloversville
D. Lisa, HRP Associates



Department of
Environmental
Conservation

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

a. Target Area and Brownfields

1.a.i. Overview of Brownfield Challenges and Description of Target Area

The City of Gloversville, the geographic area of this application, is a small rural city encompassing 5 mi² occupied by 14,770 residents located in New York's Mohawk Valley in the foothills of the Adirondack Mountains 50 miles west of Albany, NY. Once the glove-making capital of the world, Gloversville's golden age was the mid-1900s when over 200 factories, tanneries and glove shops employed 80% of the city and supplied 90% of the world's gloves. Economic and policy changes in the 1940s signaled a decline of industry. By the 1980s, outsourcing forced 86 tanneries to close and eliminated thousands of jobs. The industry struggled to adjust to regulatory pressure, after decades of dumping toxic tanning agents into local landfills, onto soil, and into the excessively polluted Cayadutta Creek. For decades, the creek was devoid of any life. Leathermakers paid millions for a sewage treatment plant in 1971 and millions more to upgrade the plant in the 1980s. Competitive and regulatory pressure continued to mount on the tanning industry. By the mid-1990s, only a few manufacturers remained, and the city's population reduced by 45% from its peak of 23,700 in 1950 to 14,770 today. The tanneries now sit decaying with broken windows, collapsed roofs, exposed asbestos-containing material, and graffiti, inviting vagrants. Many of the tanneries have totally collapsed leaving behind piles of asbestos containing rubble, and according to the City Fire Marshall, two tanneries have been set on fire by an arsonist within the past several years. The declining trend has been set, and the sites will only deteriorate and pose a greater threat to nearby residents. This former industrial hub is left grappling with the spoils of an industrial past that has profound negative impacts on the city and its people including a landscape littered with abandoned, collapsing buildings, blight, downtowns occupied with vacant storefronts, diminished incomes, emigration, deteriorating housing and financial strain. As if these impacts are not enough, according to the EJScreen Climate Indicators the county has a significant potential for flooding. This Grant will provide critical funding to implement Gloversville's vision to not only address legacy contamination and flooding issues but also to remove blight, provide jobs, access to open space and refurbish buildings for low to moderate income apartments. This grant's **Target Area (TA) includes the Gloversville Brownfield Opportunity Area (BOA)** which includes 922 acres and a population of 5,788 within the city's former industrial center containing most of the tanneries and glove making factories. The TA includes 4 disadvantaged census tracts according to EPA's Climate and Environmental Justice Screening (CEJST) tool (36035970900, 36035970800, 36035970700 and 36035971100) and generally follows the Cayadutta Creek and its tributary West Mill Creek within the City of Gloversville. The TA extends north to West 12th Street, west to the city boundary at West Fulton Street, east to Allen Street and South to Route 30A.

1.a.ii. Description of Priority Brownfield Site(s)

A Brownfield inventory completed under Gloversville's BOA (NYS program that provides underserved communities funds to inventory brownfields and conduct reuse planning) and previous EPA Assessment Grant identified 47 brownfields. The sites include tanneries, gasoline stations, machine shops and chemical facilities ranging from 0.1 to 30 acres, encompassing 128 total acres that used carcinogens, metals, Semivolatile Organic Compounds (SVOCs), Volatile Organic Compounds (VOCs), and Polynuclear Aromatic Hydrocarbons (PAHs). Evidence of trespassing (i.e., vandalism, graffiti, dumping) is noted on many of these sites. A scoring system including field observations, site history, potential to address EJ issues and public input identified 32 strategic sites. Eight of these have been prioritized for investigation and/or cleanup:

Pan American Tannery, 312 W. Fulton St, Gloversville (43.049275, -74.366146) - 4.8-acre unsecured vacant site (owned by Gloversville, acquired via tax foreclosure 3/14/2000), surrounded by residential/commercial uses and the West Millpond, is located within a 100-yr floodplain. The site was occupied by a tannery from 1912 until 1996 when it closed and was subsequently demolished. A site investigation determined that metals, SVOCs and VOCs are present on-site. Since the site investigation is complete and a remediation plan approved by the NYS Department of Environmental Conservation

(NYSDEC) is in place, the **EPA Grant will support the site's cleanup (Engineer's Cost Estimate \$600,000) for the appropriate reuse via removal of "hot spots," installation of a soil barrier (capping) to prevent direct contact with contamination and reuse as a passive recreation park (i.e., picnicking, walking paths, frisbee golf, etc.).**

Risedorph Tannery, 130-184 W. Eighth Ave, Gloversville (43.05796, -74.349263) – 13-acre site (owned by Gloversville, acquired 3/13/2000) located within a 100-year floodplain includes a 9,600 ft² warehouse, 2 ponds, a creek, and associated wetlands. The site was used as a tannery from 1902 until the 1980s. A Phase II (PII) investigation determined that the site is contaminated with metals present in the site's sediment, surface water, and groundwater, however, the degree and extent need to be further delineated to develop a site cleanup plan. The site was recognized as a priority site since it is surrounded by residences, posing a threat to children living in adjacent homes, has access to any existing trail network that connects with downtown, and was the subject of an EPA Technical Assistance Planning grant, which envisions commercial and passive recreational reuse. **The Grant will be used for an investigation to further define the contamination and develop a site cleanup plan.**

Tradition Leather, 30 & 34 W. 10th Ave. and 44 & 47 W. 11th Ave., Gloversville (43.06283, -74.34415) - 4-acre vacant site (owned by the city via tax foreclosure), located within a 100-year floodplain, adjacent to an elementary school in a residential neighborhood. The site included a 50,000 ft² building that was used from 1902 until 2017 as a tannery. In 2017 a fire destroyed the building. In 2022 the city removed the debris leaving a smokestack and a 5,000 ft² building. A PII determined that petroleum, PAHs, and metals are present in the site's soil and groundwater. Due to the site's location in a neighborhood, adjacent to a school, the potential for nearby children to be tempted to enter the site, and the need for housing, the site has been identified as a priority. **The EPA Grant will be used to develop a cleanup plan for the site.**

Former Decca Records, 80 Lincoln St., Gloversville (43.056048, -74.349735) - 2-acre unsecured privately owned site containing a 109,250 ft² building that was occupied by a tannery, a vinyl record manufacturer and toy manufacturer from the late 1880s until 2002 and is currently used to store vehicles, automotive parts, and waste oil. Cayadutta Creek runs along the eastern property boundary and the site is within a 100-yr floodplain. Metals are present in the site's soil and asbestos containing materials (ACMs) are present within the building. Since the owner has agreed to work with the City and the site poses a threat to surrounding children tempted to enter the site and an EPA Technical Assistance grant identified its best use as low to moderate housing, the site is a priority. **The EPA Grant will be used to complete cleanup and RBM abatement planning.**

FJ&G Railroad Property, 115-119 W. Fulton St, Gloversville (43.050662, -74.350151) – 9.9-acre city-owned site (acquired 1991) that includes a 9,000 ft² Gloversville City Transit building. The Cayadutta Creek and West Mill Creek flow through the site, which is located within a 100-year floodplain. Previously the site was the northern terminus of a freight yard for the FJ&G rail line and contained railroad tracks, roundhouse, coal sheds, a foundry and a train car repair shop from the late 1890s until 1990. A PII determined metals and PAHs are present in the site soils. Public engagement has identified this site as a key site to the development of a park, farmers market, and access to the FJ&G rail trail which connects to downtown Gloversville. **The EPA Grant will be used to work with the NYSDEC to develop a cleanup plan for the site.**

Daniel Hayes Tannery, 177 W. Fulton St, Gloversville (43.051023, -74.353436) - 2.6-acre unsecured privately owned site currently occupied by two vacant buildings totaling 75,000 ft² was historically occupied by a tannery from 1887 until the mid-2000s when it closed. The Cayadutta Creek flows along the southern boundary and the site is located within a 100-year floodplain. A PII determined that metals and SVOCs are present in the soils and ACMs are present in the building. Since the owner has agreed to work with the city, it is located downtown, is highly visible, and is structurally sound. the site has been included as a priority site. **The EPA Grant will be used to work with the NYSDEC to develop a cleanup plan and RBM abatement plan for the site.**

Comrie Inc., 92-96 Harrison St, Gloversville (43.027518, -74.353773) - 10-acre unsecured site (a portioned which is owned by Gloversville) acquired via AAI with two 2- story abandoned deteriorated buildings

totaling 83,485 ft² was utilized as a tannery from 1905 until 1982. The site, adjacent to the Cayadutta Creek is located within the 100-yr floodplain. A PII identified petroleum constituents in site soil and groundwater along a former railroad spur. **The EPA Grant will be used to conduct an additional site investigation and develop a cleanup plan for the site.**

Van Tent Pole – 1 Rose St. Gloversville (43.050395, -74.364186) – 1.7-acre unsecured vacant site (owned by Gloversville, acquired via AAI), which was occupied by a 37,444 ft² tannery from 1900 until the early 1990s when it was abandoned. The buildings were destroyed by a fire (arson) in July 2020. West Millpond is adjacent to the west and West Mill Creek runs through the site, which is located within a 100-year floodplain. A PI identified metals and VOCs as potential contaminants of concern. Since the site is located in a city gateway and it poses a threat to children tempted to enter, the property has been identified as a priority site. **The EPA Grant will be used to conduct a site investigation and develop a cleanup plan for the site.**

1.a.iii. Identifying Additional Sites

Gloversville will utilize its existing public outreach process to seek input from stakeholders and the community to identify additional sites. Based on the input, the existing brownfield inventory will be updated and prioritized. Grant funds will be prioritized for sites with the greatest near-term community benefit in the TA. The updated inventory and site nominations will be reviewed and prioritized using the following criteria: 1) site location within the TA; 2) likelihood of project moving forward based on other funding sources secured or identified; 3) ability to address EJ issues (i.e. # affordable housing units, # jobs, plans to improve access to critical goods/services, etc.); 4) alignment with local revitalization goals; 5) reduction of human health risks; 6) reduction of blight/public safety hazards; and 7) adaptive reuse of existing structure(s) and infrastructure. Gloversville will encourage that at least 40% of the projects are completed within disadvantaged census tracts as identified by CEJST.

1.b. Revitalization of the Target Area

1.b.i. Overall Plan for Revitalization

The revitalization of lands along Cayadutta Creek is one of the largest opportunities for economic growth in the city as highlighted in the Gloversville BOA and Downtown Revitalization Initiative (DRI - a NYS initiative that provides funding to municipalities to complete transformative projects). The vision for the BOA and DRI is to address environmental contamination, increase resiliency from future weather events, create safe and stable neighborhoods, integrate sustainable practices in redevelopment opportunities, increase green space and recreational opportunities, increase job opportunities, increase housing, and create a vibrant and active downtown. The City will also incorporate its Cleaner Greener Communities Regional Sustainability Plan objectives through the use of electric vehicle (EV) charging stations and solar panels to reduce greenhouse gas emissions consistent with a goal of 80% carbon reduction by the year 2050. Specific reuse goals for the priority sites obtained through public engagement and other planning activities include: **Pan American Tannery**- redevelopment as a passive recreational park with amenities, parking, restrooms, frisbee golf course, picnicking area, etc.

Risedorph Tannery – EPA's Office of Brownfields and Land Revitalization (OBLR) Technical Assistance developed a Conceptual Reuse Plan and a funding/financing strategy for the site which included revitalization as a park including construction of a 20,000 ft² indoor active recreational building (potential uses include climbing gym, skating rink, basketball courts, and other indoor multi-sport uses based upon market interest), and construction of a ½ mi foot trail along the ponds/stream corridor and through the wetland areas (including interpretative signage, fitness stations, and stone labyrinths along the route) connecting to the FJ&G Rail Trail which runs the length of Gloversville. The site would include amenities powered by renewable energy and a parking lot containing EV chargers.

Tradition Leather – concept plan developed during the BOA planning process identified construction of up to 100 low to moderate apartments as the site's best use due to its location.

Former Decca Records – EPA's OBLR provided Technical Assistance program concluded that rehabilitation of the site's building as a mixed-use multi-family residential development project including 44 residential units, 48 parking spaces and 13,800 ft² of common space offered the greatest opportunity to

address Gloversville EJ and housing issues. The common areas could also be used for commercial functions such as workforce training and education, artisan or makers spaces or simply covered and daylighted open space for use by tenants.

FJ&G Railroad Property – A concept plan developed as part of the BOA identified the site’s reuse as a park along the Cayadutta Creek and FJ&G Rail Trail, bringing back to life critical greenspace and providing new opportunities for residents through connectivity, and advancing the revitalization of a low-income area.

Daniel Hayes Tannery – The current site owner is interested in working with the city to rehabilitate the existing 4-story historic building into retail space on the 1st floor and low to moderate income apartments on the top 3 floors.

Comrie Inc. – Since the city lacks hotel space and the site is located adjacent to the Parkhurst Foundation baseball field (oldest continuous baseball field in US) and NYS Baseball Hall of Fame, the site is earmarked for redevelopment as a hotel for guests during baseball tournaments. The city has obtained the right to name the field the “Field of Dreams.” A portion of the funding will be used to complete a Site Revitalization plan to synthesize community input and attract private funding to complete the project.

Van Tent Pole – No concept has yet been developed; therefore, a Site Reuse Assessment will be completed to identify potential reuse assets and understand potential reuse options.

1.b.ii.Outcomes and Benefits of Overall Plan for Revitalization

The proposed projects will provide environmental due diligence, cleanup strategy, and reuse planning services using local construction crews/vendors and providing workforce training, whenever possible, to position priority sites for redevelopment. These activities will encourage investments by leveraging available funds and resources. No displacement of residents or businesses is planned; rather, many EJ issues impacting the underserved community will be addressed by improved living conditions (i.e., new low to moderate income apartments and increased options for outdoor activities and public gathering locations), increased tax revenue and job opportunities, and reduced climate change impacts (flooding). In particular, once fully implemented, the projects will investigate/remediate 27 acres, refurbish 185,000 ft² of building space into 180 low to moderate income apartments, 13,800 ft² for workforce training and education, artisan or makers spaces, 20,000ft² of retail space and create 28 acres of park (4 acres passive and 23 acres active). Total investment, construction jobs and full-time jobs created will be dependent on final site designs. Also, the projects will incorporate climate adaptation (flood resilient features and storage to prevent downstream flooding) and renewable energy, where appropriate. In addition, one Site Reuse Assessment for the Van Tent Pole site and a Site Revitalization Plan for the Comrie site will be developed.

1.c. Strategy for Leveraging Resources

1.c.i. Resources Needed for Site Reuse

Gloversville has secured the following funding to advance the priority sites: Pan American- \$160,000 (25% of total cleanup cost) from the NYSDEC Environmental Restoration Program; Daniel Hayes - \$1.05M from the NYS DRI program to rehabilitate the building as apartments; and Resiliency Grant - \$65,000 from NYSDEC Mohawk River Basin Action Agenda to evaluate climate change adoption designs to reduce flooding of brownfields along the Cayadutta Creek. In addition, Gloversville will leverage the \$1M Mohawk Valley Economic Development District’s recently awarded Revolving Loan Fund (RLF) which will be key to accelerating site cleanup. Once the environmental data is collected and cleanup plans developed, the TA will leverage a variety of available state and federal financial incentives to move the sites forward including: **Tax-Exempt and Taxable Bonds:** Fulton County Industrial Development Agency (IDA) provides low-interest industrial revenue bonds (IRBs) to qualifying manufacturers that encourage lenders to provide project financing at below market interest rates that apply to the cost of land, buildings and equipment; **Real Property Tax Abatement:** Fulton County Center for Regional Growth (CRG) can negotiate payments in lieu of taxes (PILOTs), as well as sales/use and mortgage tax exemption; **Revolving Loan Funds (RLFs):** CRG can provide RLFs up to a maximum of \$15,000/job created and/or retained and may finance between 15% and 25% of eligible project costs and provide flexible terms and rates that reflect the communities priorities; **NYS Empire State Development Grant:** provides \$150M for site development activities including site remediation and demolition; **NYS Downtown Stabilization Project:** \$100,000 to \$500,000

grants for environmental remediation and associated construction costs; **NYSDEC Brownfields Cleanup Program (BCP)**: provides tax credits to remediate and redevelop Brownfields; and **NYS historic tax credits** provide 40% tax credits for site rehabilitation. Site reuses such as businesses, residences and walking and bike trail connections will complement similar redevelopment success in the county. Gloversville will monitor the progress of grant activities and needs for additional funding and pursue each of the listed opportunities at the opportune moment to meet the needs of the revitalization plan over the scheduled timeline for this grant as well as the project's goals overall.

1.c.ii. Use of Existing Infrastructure

Gloversville is committed to incorporating smart growth principles including the use of existing infrastructure during redevelopment of the TA. The reuse of tanneries and redevelopment of brownfield sites in the TA will utilize existing infrastructure when possible, including water, sewer, gas, electric, road, and sidewalks. An evaluation of Gloversville infrastructure during completion of the BOA determined that the City's water, wastewater, and stormwater systems within the TA are adequate to support revitalization of the priority sites. However due to the age of the existing water storage tank, the city is replacing it at a cost of \$5 million with \$2 million coming from a NYS Environmental Facilities Corporation grant. Additionally, when necessary, the Fulton County IDA, a local agency with the ability to provide bonding, will be able to support infrastructure improvements and upgrades.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

2.a. Community Need

2.a.i. The Community's Need for Funding

The Target Area, with a small population of 5,788, has struggled financially due to long term population loss (45% decrease from 1950 to 2022), business closures, low income population (27.7% poverty level vs. 14.1% NYS, US Census) limited tax revenue due to lower-than-average property values (median housing value \$78,000 vs. \$313,000 for NYS, US Census), and loss of retail in the area. This limited tax base, combined with the city's inability to raise property taxes more than the NYS Constitutional Limit of 2%, severely affects the city's ability to fund critical community projects and raise additional funds. Without outside financial support, Gloversville has limited funding to investigate, cleanup, and revitalize brownfields. EPA Brownfield funding will meet the needs of the TA by filling the funding gap needed to clean up the Pan American site and continue TA site assessments and cleanup planning.

2.a.ii. Threats to Sensitive Populations

(1) Health or Welfare of Sensitive Populations

EPA's Environmental Justice Screening Tool was used to identify sensitive populations and the welfare issues affecting these populations within the TA. As noted in **Table 1**, sensitive populations include low-income individuals, unemployed individuals, individuals with less than a high school education and children less than 5 years old. Other sensitive populations according to the Fulton County Health Assessment (FCHA) report include pregnant women (maternal mortality rate 10.5/1k births vs. 9.1/1k NYS). The sensitive populations have long suffered from a wide range of health and welfare issues including:

- High Poverty – 22.5% vs. 14.3% NYS (US Census)
- High Crime (total crime rate) - 3.3/1k people vs. 1.8/1k (FBI Crime Stats)
- Increased Obesity – 34.5% vs. 25.5% NYS (FCHA)
- Elevated Teen Births – 8.8% vs. 3.8% NYS (FCHA)
- Child Food Insecurity - 18.4% vs. 14.6 % NYS (FCHA)
- Disconnected Youth - 16-24 Yr. Olds Not Employed or in School - 20% vs. 13 % NYS (FCHA)
- Increased Suicide Deaths (per 100,000) – 14.2 vs. 8.0 NYS (NYS Vital Records)
- Lack of Broadband Internet - 26% vs. 13% NYS (EJ Screen)
- Floods - 16% vs. 11% NYS (EJScreen)

Table 1 –EJ Screen Socioeconomic Indicators TA Compared to NYS/USA		
<i>TA Sensitive Population</i>	<i>TA</i>	<i>NYS/USA</i>
Low-income individuals	59%	28%/31%
Unemployment Rate	13%	6%/6%
Individuals with < HS Education	19%	12%/12%
Children less than 5	6%	5%/6%

- High Blood Lead Levels in Children >5 mg/deciliter/1k tested - 47.8 vs 12.1 NYS (NYSDOH)

Assessing/remediating contaminants and revitalizing brownfields will reduce exposure to hazardous contaminants, blight, and substandard housing (lead paint) conditions. In addition, the availability of jobs, healthier living conditions and increased exercise/outdoor activities will reduce crime, poverty, obesity, teen pregnancy, depression, food insecurity and facilitate a positive connection with community, which research by the Center for Disease Control and Prevention has demonstrated can lead to a longer life, better health, and improved well-being.

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

Sensitive populations living in the TA suffer a greater than normal incidence of disease and health effects as noted in **Table 2**, including low life expectancy, heart disease, asthma, cancer, and disabilities. In addition, the FCHA reports that TA residents also suffer from greater rates of:

- Chronic Obstructive Pulmonary Disease (COPD) – 9.3% vs. 5.3% NYS
- Stroke Mortality Rate 45.4/100k vs. 32.0/100k NYS
- Mortality Rate, Children 1-4 years old 29.9/100k vs. 16.3/100k NYS
- Diabetes Mortality Rate 34.2/100k vs. 24.6/100k NYS

Table 2 – EJ Screen Health Indicators TA Compared to NYS/USA		
<i>Health Indicator</i>	<i>TA</i>	<i>NY/USA</i>
Low Life Expectancy	23%	17%/20%
Heart Disease	7.8	5.6%/6.1
Asthma	11.8	10/10
Cancer	6.6%	6%/6.1%
Persons w/ Disabilities	21.9%	11.8%/13.4%

Many of the poor health conditions (stroke, cancer, heart disease and asthma) may be attributed to the exposure to environmental contamination including VOCs, PAHs and metals which are present at numerous former industrial sites. The elevated incidence of confirmed high blood lead levels can be attributed to high rates of exposure to lead paint from various sources including the city early 1900's housing stock (63% of housing built prior to 1939 - American Community Survey). Gloversville will focus projects in areas of sensitive populations to ensure that the greatest impacts occur among those experiencing the highest incidence on adverse impacts by: 1) improving employment rates and income; 2) reduce the percentage of income spent on housing by promoting the construction of additional affordable housing; 3) reducing environmental hazards through the assessment/cleanup of brownfields contaminants; 4) eliminating blight; and 5) providing open space and a connection with the area's history.

Table 3 - EJ Screen Environmental Indicators TA Compared to NYS/USA		
<i>Pollution & Sources</i>	<i>TA</i>	<i>NYS/US</i>
Lead Paint	0.76	0.55/0.3
Prox. to superfund sites	0.25	0.24/0.13
Toxic Releases to Air	2,500	450/4600

(3) Environmental Justice

(3)(a) Identification of Environmental Justice Issues

Table 4 - Disadvantaged Census Tracts Based on CEJEST				
<i>Burden Category</i>	<i>Burden and Associated Socioeconomic Threshold by Census Tract</i>			
	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>
Housing	Lead Paint 96 th Low Income 80 th	Lead Paint 94 th Low Income 90 th	Lead Paint 93 rd Lack of Indoor Plumbing 90 th Low Income 89 th	Lead Paint 94 th Low Income 88 th
Health	NA	Asthma 95 th Heart Disease 91 st Low Income 90 th	Asthma 95 th Low Income 89 th	Asthma 95 th Low Income 88 th
Workforce Development	NA	Poverty 96 th Unemployment 96 th HS Education 18%	Low Median Income 92 nd HS Education 20%	Low Median Income 95 th Poverty 90 th HS Education 21%
Energy	NA	NA	Energy Cost 90 th Low Income 89 th	NA
Legacy Pollution	NA	NA	NA	Proximity to Superfund Site 90 th Low Income 88 th
Census Tract – A 36035970900, B -36035970800, C- 36035971100, D-36035970700				

As noted in **Table 3**, sensitive populations are disproportionately impacted by lead paint, proximity to superfund sites and toxic releases to air. The TA and each of the priority sites are mapped within disadvantaged census tracts according to CESJT including 4 census tracts (36035970900, 36035970800, 36035971100, 36035970700) as noted in **Table 4**. Therefore, EJ

communities are being exposed not only to brownfield contaminants, but also to the cumulative effects of multiple sources of environmental toxins.

(3)(b)Advancing Environmental Justice

To promote EJ, Gloversville will establish a goal of delivering a minimum of 40% of brownfield program outputs/outcomes in disadvantaged communities as defined by CEJST. The TA reuse vision of contamination and blight removal, job creation, affordable housing, access to fresh food and greenspace, use of renewable energy and energy efficient designs and flood mitigation will support positive change in TA. Gloversville also recognizes that rigorous and meaningful engagement using elements of the EPA's EJ Collaborative Problem-Solving (CPS) Model is essential to achieving EJ goals. Gloversville will collaborate with partners listed in Section 2.b.ii to identify issues that impact sensitive populations. Gloversville will work to build capacity and leadership skills within EJ communities to empower them to play a significant role in bettering their community through brownfield development. It is important to note that no displacement of residents or businesses is planned; rather, living conditions and opportunities for residents will be improved.

2.b. Community Engagement

2.b.i. Prior/Ongoing Community Involvement

Gloversville has been engaging the community and its residents since 2019 as part of its prior Brownfield grant and BOA and DRI planning processes. As part of the prior brownfield grant, Gloversville developed a Community Involvement Plan identifying and formalizing the process to seek public input and engagement. The process will be used to continue to engage a diversity of community members, including the community's sensitive populations, to solicit ideas, gather feedback, and garner excitement about redevelopment opportunities in the TA. Engagement techniques included an interactive project website, virtual and in-person open houses, stakeholder interviews, and a property owner information session. Additionally, during the development of the city's BOA Nomination Study and Comprehensive Plan numerous meetings were held throughout the development process, providing guidance, and shaping the direction and recommendations to advance the TA. The city will utilize this plan during the implementation of the proposed Multipurpose Grant.

2.b.ii. Project Involvement & 2.b.iii. Project Roles

The City of Gloversville is committed to including state and local organizations/groups in the redevelopment of the TA. These groups include local, regional, and state, private, public and non-profit sources that will provide additional insight and support aligning and advancing the project to meet the goals and vision identified by the community and project stakeholders, as included in the table below:

Partner Name	Point of Contact	Specific Role in Project
Fulton-Montgomery Community College Job Force Training	Christie Davis, Director 518-736-8622 Christie.Davis@fmcc.suny.edu	Business/workforce development organizations will advise project team on workforce development/local business needs/champion brownfield projects that create family-wage jobs
FMC Workforce Solutions	Pamela Goldener, Board Chairperson pgoldswr@cgroxane.com, 518-842-3673	
NYSDEC	Kelly Hale, Project Manager Kelly.hale@dec.ny.gov, 315-793-2748	Provides oversight thru BCP programs, and technical support
NYS Council on Children & Families	Vanessa Threatte 518-773-3652 Vanessa.threatte@cof.ny.gov	Represent/advocate for underserved residents: Fulton Community Action- low income; Lexington Foundation- disabled individuals; Fulton County Family Health Services WIC – infants and children; and Assist with identifying/implementing methods to reach out to sensitive populations and encourage participation in outreach events.
Fulton County Family Health Services (WIC)	Dawn Bartolomeo Dawn.bartolomeo@usda.gov 518-853-8363	
Lexington Foundation	Wally Hart, Executive Director hartw@thearclexington.org 518-661-9932	

Fulton Community Action Agency, Inc	Denis E. Wilson, CEO 518-853-3011	
HFM BOCES Adult Education Services	Laura Bargstedt, Coordinator Lbargstedt@hfmbooces.org; 518-736-4341	Provide adult education and High School Graduate Equivalency Diploma.
Private Property Owners	Vincent Perrella 518-725-1203 Danny Conyne 518-725-1063	Owners of TA parcels willing to collaborate to identify and advance property redevelopment.
Mohawk Valley Economic Development District	Steve Smith – Executive Director 315-866-4671, ssmith@mvedd.org	Administers EPA RLF funding
Gloversville DRI and BOA Task Force	Jennifer Donovan- Chair JennD@fccrg.org, 518-725-7700	Obtains public input for TA site revitalization, identify possible site uses, creates site concepts.
Gloversville Chamber of Commerce	Mark Kilmer, President / CEO 518-725-0641 president@fultonmontgomeryny.org	Assist with site selection/ prioritization, and reuse.
Mohawk Valley Economic Development Council	Michael Reese, Regional Director, nys-mohawkval@esd.ny.gov 315-793-2705	Assist with site review and analysis, selection. Provide information regarding site tax status, ownership etc.
Fulton County Real Property Services	Mary Salamone, President msalamone@fultoncountyny.gov 518-736-5510	

2.b.iv. Incorporating Community Input

Gloversville has a well-established community involvement program that will be maintained for this grant. A total of 8-12 public meetings will be held during the 5-year grant period to maintain stakeholder engagement and continue to gather input on site selection, prioritization, assessment needs, cleanup decisions, mitigation measures from the cleanup and redevelopment activity, and reuse planning. In addition, 2-4 brownfield committee meetings will be held each year. Outreach events, open to the public, will be advertised through city and partner websites, newspapers, radio, and social media (low-cost/no-cost, or in-kind methods) ensuring that the entire community has an opportunity to provide input. The community will be updated on progress throughout the grant, as well as share input through comment opportunities on city and partner websites. For residents with limited internet or cellular network access, paper surveys will be available at local businesses, enabling community input without access to digital resources. Gloversville has already begun engaging target area residents, business owners, and community advocates to solicit their input regarding our brownfield project and will continue to do so during the grant period. A public meeting will be held in the second quarter of the grant period to discuss goals, planned activities, and a schedule for future community involvement. For subsequent meetings, personal invitations will be sent to residents directly impacted by priority sites, neighborhood groups, lenders, area businesses, and developers to maximize stakeholder engagement. Gloversville staff will catalog stakeholder input for reference when determining assessment and redevelopment priorities. As the project progresses, we will involve stakeholders in the decision-making process regarding prioritization, assessment, site marketing, cleanup planning, and feedback on reuse. When stakeholder input is received, Gloversville will evaluate it against our development goals and available resources, adopting feedback that feasibly meets these criteria.

3.TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

3.a. Description of Tasks/Activities and Outputs

Task 1 – Project Mgmt., Reporting & Other Eligible Activities:

i. Project Implementation: Include: 1) Cooperative agreement compliance oversight; 2) Selection of Qualified Environmental Professional (QEP) by Gloversville accordance with CRG requirements and 2 CFR200.317-326; 3) federal financial report (FFR) reporting; 4) MWBE/DBE Reporting; 5) Property Profile Form submission/updates in the EPA’s Assessment, Cleanup, and Redevelopment Exchange System (ACRES) database; 6) monthly status meetings with QEP to ensure activities are progressing, goals/objectives are met, and if not, actions to address; 7) report summarizing accomplishments,

expenditures, outcomes, outputs, lessons learned, and resources leveraged at grant completion. Gloversville anticipates 1 member will attend 1 local and 2 national brownfield events during the performance period of the grant.

ii. Anticipated Project Schedule: Activities will be completed over the 5-yr grant period. The QEP selection will be completed in the first quarter of the grant award.

iii. Task/Activity Lead: Gloversville will lead this task with support from the QEP.

iv. Outputs: Quarterly reports with status tables (20), Annual FFR reports (4), Final project closeout report (1), ACRES profiles (~5 sites) updated with completion of each project element), a member from the Gloversville attending 3 brownfield events, approximately 60 monthly meetings and QEP selection.

Task 2 – Community Engagement & Site Inventory/Prioritization:

i. Project Implementation: Includes: 1) prepare community involvement plan; 2) outreach materials including updated web content/fact sheets; 3) develop/review site inventory for stakeholders, update inventory in years 2 & 3; 4) solicit, consider, and respond to community input, including an estimated 20 public/stakeholder meetings; and 5) coordinate meetings with property owners to encourage brownfield reuse and participation in the project. Initial broad planning review of inventory sites to determine next steps for each site, e.g., Phase I, Phase II, or detailed planning study if assessments are adequate. Use screening tools (e.g., CEJST, EJScreen) to ensure EJ40 areas are included in new priority sites. Work with Gloversville legal representative to obtain access agreements.

ii. Anticipated Project Schedule: Preparation of community involvement plan/outreach materials, Qtr. 1, Development of Site Inventory, and prioritization of sites to be assessed will occur in Qtr.1 – Qtr.2. Meetings with the taskforce, community members, and property owners throughout the grant period (5 years). Update inventory twice in years 2 & 3 to account for new foreclosures.

iii. Task/Activity Lead: Gloversville with support from the QEP.

iv. Outputs: Community involvement plan, prioritized site inventory, eligibility forms and access agreements (~5), ~20 public meetings, up to 20 meetings with property owners, updated web content and fact sheets (up to 20 events), meet with local trade/club groups 1-2 times per year.

Task 3 – Phase I/II ESAs/ Site Remediation/Cleanup Planning

i. Project Implementation: Based on the previous Assessment Grant activities, the project implementation will focus on using the existing site inventory to account for foreclosures or other actions since the last inventory was completed, P1 and PII results, and complete remediation at one site, supplemental PIIs at 4 sites, with revitalization and reuse plans as noted below. Gloversville will direct the QEP to obtain EPA site approvals and complete up to 5 P1/PI Updates in accordance with All-Appropriate Inquiries Final Rule and ASTM International (ASTM) E1527-21 PI ESA standard, prepare a master Quality Assurance Project Plan (QAPP)/Health and Safety Plan (HASP), and complete up to 4 PIIs conforming to EPA/NYSDEC requirements and ASTM 1903-11. Regulated Building Material (RBM) surveys will be completed at up to 1 site for lead, asbestos and PCBs (to be determined). Each PII ESA/RBM survey will include the following: 1) Sampling and Analysis Plan (SAP); 2) materials demonstrating compliance with National Historic Preservation Act (NHPA) and Endangered Species Act requirements; and 3) a 29 CFR §1910.120-compliant site-specific HASP. A PII and/or Supplemental PII will be completed at the Van Tent Pole (\$64,700), Comrie (\$65,000), FJ&G (\$88,000), and Risedorph (\$106,500) sites. The budgets reflect the data needs based on the site size and nature of contamination to support remedial planning. Site Specific Cleanup and Analysis of Brownfield Cleanup Alternatives (ABCAs) will be prepared for up to 7 sites: Van Tent Pole, Comrie, FJ&G, Risedorph, Tradition Tannery, Daniel Hayes and Decca, at an average cost of \$19,500 each. Site specific planning studies will be completed including 1 Revitalization Plan for the Comrie site and one Site Reuse Assessment for the Van Tent Pole site. All subcontractors will be procured following grant and Gloversville requirements.

ii. Anticipated Project Schedule: Yr1: Master QAPP/HASP, 4 PI/Updates, 2 PIIs, Remediate Pan American Tannery; Yr2: 1 PI, 1 RBM survey, 2 PIIs, 3 Site Specific Cleanup Plans/ABCAs; Yr3: 4 Site Specific Cleanup Plans/ABCAs, 3 Brownfield Revitalization Plans: Van Tent Pole, Comrie, Tradition Leather; Yr4: Completion of any plans that are incomplete; Yr5 Ongoing outreach for cleanup and redevelopment of noted sites.

iii. Task/Activity Lead: QEP to complete technical deliverables (assessments, investigations, reporting, ABCAs) with Gloversville oversight. Gloversville will oversee plans with support from NYSDEC and the QEP.

iv. Outputs: 1 master QAPP/HASP, 1 (new site) access agreements/EPA site approvals, 5 PI/Updates, 4 PIIs, 1 RBM, 7 Site Specific Cleanup Plans/ABCAs, 1 Site Reuse Assessment and 1 Brownfield Revitalization Plan.

3.b. Cost Estimates: Project cost estimates are provided by the task below. Gloversville will not use grant funds for personnel/fringe costs to administer the grant and will contribute their own resources to manage the activities described herein. As noted below, 36% of grant funds are allocated to **complete cleanup** of the Pan American Tannery Site, a total of 70% of the funds are for **site assessment, cleanup, and** associated tasks, and 21% of the funds are for revitalization and cleanup planning, as noted below. Contractor costs are based on an average labor rate of \$170/hr.

Budget Categories	Task 1: Project Mgt., Reporting & Other Eligible Activities	Task 2: Community Engagement & Site Inventory/Prioritization	Task 3: PI/II ESAs/Site Remediation/Cleanup Planning	Total
Travel	\$4,090	\$0	\$0	\$4,090
Contractual	\$26,010	\$38,080	\$576,220	\$640,310
Construction	\$0	\$0	\$355,000	\$355,000
Other	\$600	\$0	\$0	\$600
Total Direct Costs	\$30,700	\$38,080	\$931,220	\$1,000,000
Indirect Costs	\$0	\$0	\$0	\$0
Total Budget	\$30,700	\$38,080	\$931,220	\$1,000,000

Task 1 – Project Mgmt., Reporting & Other Eligible Activities (\$30,700):

Travel Total: \$4,090; 2025 National Brownfields Conference (Location TBD): \$1,525 (\$1,525/person x 1 Gloversville staff); 2027 National Brownfields Conference (Location TBD): \$1,525 (\$1,525/person x 1 Gloversville staff); 2026 Regional/State Brownfields Conference (Location TBD): \$1,040 (\$1,040/person x 1 Gloversville staff); Contractual Total: \$26,010; 60 monthly check-in meetings: \$8,160 (48 hrs. x \$170/hr. x 1 staff); Compliance Reporting: \$17,850 (105 hrs. x \$170/hr.); Other Total: \$600; Conference Registration Fees: \$600 (\$200/person x 3 conf. x 1 Gloversville staff)

Task 2 – Community Engagement & Site Inventory/Prioritization (\$38,080):

Contractual Total: \$38,080; City & Stakeholder Meetings: \$27,200 (80 hrs. x \$170/hr. x 2 staff); Update Project Fact Sheets, Site Nomination Form & Webpage Content: \$6,800 (40 hrs. x \$170/hr.) Update inventory of brownfield sites: \$4,080 (24 hrs. x \$170/hr.)

Task 3 – Phase I/II ESAs/ Site Remediation/Cleanup Planning (\$931,220)

Contractual & Construction Total: \$931,220; Site Eligibility Requests: \$850 (5 hrs. x \$170/hr.); RBM Surveys: \$8,700 (1 site @ \$8,700). Update Master QAPP/HASP: \$5,370 (1 QAPP/HASP x \$5,370); Cleanup/ABCA: \$136,500 (7 sites @ \$19,500ea avg); PI ESAs: \$28,000 (5 sites @ \$5,600/ea.); PII ESAs: \$324,200 (4 sites average \$81,050ea avg); Remediate 1 Site: \$355,000 (1 site @ \$355,000), Revitalization

Plan*: \$39,600 (1 sites@\$39,600), 1 Site Reuse Assessment: \$33,000 (1 site@\$33,000); *Plan activities as prescribed @<https://www.epa.gov/brownfields/information-eligible-planning-activities>.

3.c. Plan to Measure and Evaluate Environmental Progress and Results

Status and estimated completion dates for outputs will be tracked and reported to EPA via Quarterly Performance Reports and ACRES. Between meetings and reports, the following **outputs** will be tracked on a spreadsheet maintained by Gloversville: (1) # of sites nominated; (2) # of sites prioritized for funding; (3) # of PI ESAs; (4) # of PII ESAs; (5) # of RBM Surveys; (6) # of ABCAs/RAPs; (7) # of revitalization plans, reuse assessments, and (8) # of community meetings. The anticipated **short- and long-term outcomes** identified in Section 1.b.ii (# of jobs, # affordable residential units, amount of tax revenue generated, etc.) will also be tracked and reported to EPA. Additionally, the City will update ACRES property profiles beyond the life of the Grant to fully capture long-term outcomes. Gloversville will track and evaluate the following outcomes: (1) # of sites cleaned up and # of No Further Action determinations received from NYSDEC; (2) # of sites for which off-site risks are identified; (3) # of sites for which property title transfers are facilitated; (4) # of adaptive reuse projects; (5) # of sites and acres redeveloped; (6) # of acres of parks/greenspace created; (7) private investment and other funding leveraged; (8) # of housing units created; (9) # of jobs created; and (10) amount of additional property tax revenue generated.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

4.a. Programmatic Capability

4.a.i, 4.a.ii, 4.a.iii Organizational Capacity, Structure and Description of Key Staff

Gloversville is a general-purpose unit of local government within NY. Gloversville is organized as a Mayor-Council structure under which a full-time Mayor is elected and is the chief executive and administrative head of the City, and the Council is the policy making body. The City council meets twice per month to address issues, pass resolutions, and retain services. The Council also hires heads of departments to run various City departments including Finance, Public Works, and Division of Buildings. The grant will be managed by Mayor Vincent DeSantis, an Attorney and former Gloversville City Judge at NTS Unified Court System with over 35 years of experience as a public servant. He has managed Gloversville's \$22M/yr. budget, a \$10M DRI grant awarded in 2023 and developed a keen understanding of brownfields, their impacts on residents, environmental concerns, and revitalization issues. Mayor DeSantis will serve as Project Director and will be assisted by:

- Nick Zabawsky, Gloversville Community Development Agency (GCDA), will serve as interim grant manager in the event of the mayor's departure or until such time as a new Mayor is appointed. Mr. Zabawsky has 30+ years managing grants- especially Community Development Block Grants and Economic and Housing Rehabilitation Loan programs.
- Jennifer Donovan, Gloversville Development Specialist, chairs the BOA/Local Waterfront Revitalization Program (LWRP) Task Force, will assist Mayor DeSantis as Technical Coordinator for Community Outreach including coordinating meetings, preparing materials and conducting meetings. Ms. Donovan has extensive knowledge of Gloversville's history and public outreach.
- Ms. Tammie Weiterschan, City of Gloversville Commissioner of Finance, will serve as Financial Director ensuring compliance with vendor acquisition policies and procedures, timely reporting, and payment application review and submission using the EPA ASAP system.
- Mr. Michael Hecker of Hodgson Russ LLP, will continue to provide legal assistance, as requested by the City, including but not limited to review and development of site access agreements and consultation regarding foreclosure actions.

4.a.iv. Acquiring Additional Resources

Additional expertise and resources, such as professionals and contractors, will be obtained through a competitive qualifications-based procurement process in compliance with the City's requirements and EPA's procurement process (2 CFR Part 200, 2CFR Part 1500, and 40CFR Part 33). Municipal services,

such as the City's attorney and treasurer are available, as necessary. Gloversville encourages local businesses and community members to participate in its bid solicitation process.

4.b. Past Performance and Accomplishments

4 b.i. Currently Has or Previously Received an EPA Brownfields Grant

(1) Accomplishments

Gloversville has been awarded 2 Community Wide Assessment grants.

BF 96255819 (10/1/19-9/30/22) - 25 Phase Is, 2 Phase IIs, and 6 community participation events were completed and reported on ACRES. Of note: Identified 168 abandoned, dilapidated, idle, and vacant industrial sites in Gloversville including 47 brownfields encompassing 128 acres. Completed PI/PII that enabled transfer and development of 6.2-acre former tannery as a DPW garage. Redevelopment of 2.9-acre former commercial site (52 Church St.) as 75 units of subsidized affordable loft style housing units for mixed income tenants (\$22M investment) and enabled transfer of 129 South Main Street, former gasoline station (Sale is pending for the redevelopment of the site as retail space in an underserved section of the City).

BF-96240722 (10/1/22/- 9/30/25) - completed 6 PIs, 4 PIIs, 3 RBMs, held 31 meetings, and updated website content with Brownfields activities. The PI/PIIs facilitated collection of environmental information to address environmental issues associated with multiple sites under the \$10M DRI award for Gloversville that included renovation projects at the Daniel Hayes site (\$4M) and a recreational splash pad (opened in the summer of 2023) for downtown residents. Gloversville is actively marketing sites including priority sites including Decca records for revitalization as housing. In addition to the ability to remove environmental barriers to site redevelopment, the city gained the knowledge and confidence to tackle brownfields that have sat decaying for decades, and Gloversville's Mayor has risen to become a champion of the process. In particular, the City has created a task force of local government, citizens, local property owners and community groups that have conducted six public outreach events where the task force was educated on the brownfield process and community outreach, and input was obtained. The City is so invigorated by the brownfield process that outside the brownfield funding the City has become part of a Mohawk Valley Brownfield Developer Summit to attract developers to the brownfield sites. In addition, as part of the process to attract developers the City has utilized other funding to develop brownfield property information sheets that are included on a website and distributed to developers. In addition, the city is utilizing LWRP and BOA funding to complete in-depth site development plans and marketing feasibility studies on several selected sites including Tradition and Wood and Hyde.

(2) Compliance with Grant Requirements

Gloversville has consistently met its work plan and cooperative agreement requirements and ensured timely achievement of results through effective management of project environmental professionals, budgets, and schedules for the open grant Gloversville is completing this year. Site approval requests were submitted on a timely basis. Actual work plan outputs, schedules, and key results are compared against work plan estimates and are reported on a timely basis. The quarterly progress reporting and annual financial reports are up to date and have been completed in a timely manner. The City's quarterly reporting routinely links progress toward achieving grant output goals, for example, numbers of site assessments completed, to actual performance. The city has communicated progress and accomplishments to both its EPA Region 2 Project Officer as well as through the EPA ACRES program as required. Several parameters are calculated including program demand, efficiency, costs, and results which are tracked and reported to the EPA. Gloversville's performance, including the completion of EPA-funded assessment and cleanup projects demonstrates that it is achieving the results expected. The City issued a Final Report for the previous Grant, BF-96255819 dated December 2022, demonstrating compliance with all grants and workplan requirements. With regards to BF-96240722 an estimated \$83,000 remain in the budget that will be used to complete a Site Reuse Plan for Van Tent Pole (\$40,000) and RBM survey at the Glove Theater (\$15,000) and PII at former gasoline station at 84 Bleeker St. (\$28,000).

Threshold Criteria Responses:

City of Gloversville - Brownfield Multipurpose Grant

1. Applicant Eligibility

- a. The City of Gloversville is eligible for a Multipurpose Grant.
- b. The City of Gloversville is eligible as a City and is tax exempt.

2. Community Involvement

The City of Gloversville is committed to an inclusive public process that engages project stakeholders, and the community. A community involvement plan includes an outreach approach that provides citizens with the opportunity to be involved in and provide input every step along the way.

Partners:

The City of Gloversville will use the support of project partners to assist with distributing project-related information on their websites, social media pages, newsletters and other avenues offered. They will host at least 2 brownfield action committee meetings per year and at least 3 community/neighborhood meetings per year.

Meetings:

The City of Gloversville will hold meetings regularly with business owners, government and property owners to discuss sites, progress, assessment and goals for the grant.

Website/Social Media pages:

The City of Gloversville will continue to update its website with information about the sites consistently noting accomplishments and goals for the grant as well as social media platforms.

Fact Sheets and Newsletters;

The City of Gloversville will include project updates in its newsletter to stakeholders. Project partners will also communicate progress via regular meetings, with fact sheets and newsletters.

Public Notices and Newspapers & Email:

The City of Gloversville will publish all engagement opportunities in public newspapers or email blasts to community networks.

Additional:

Special outreach efforts (translation services for non-English speaking and hearing impaired are used as needed to provide equal access to project information. During times of social distancing, the City of Gloversville will host engagement events via Zoom and at outdoor locations.

Below are community advocacy groups that will aid the City of Gloversville in informing and updating the public.

Organization	Contact Information	Role
Fulton-Montgomery Community College Job Force Training	Christie Davis, Director Christie.Davis@fmcc.suny.edu 518-736-8622	These business/workforce development organizations will advise project team regarding workforce development/local business needs/champion brownfield projects that create family-wage jobs.
FMC Workforce Solutions	Pamela Goldener, Chairperson of the Board p.goldswor@cgroxane.com 518-842-3673	
NYSDEC	Kelly Hale Kelly.hale@dec.ny.gov 315-793-2748	Provides oversight thru BCP programs, and provides monetary and technical support
Catholic Charities Community Services of Fulton County Inc.	Rebecca Schoeder, Director Rebecca.Schroeder@cc-fmc.org 518-842-4202	Represent/advocate for underserved residents: Fulmont Community Action- Low Income; Lexington Foundation- disabled individuals; Catholic Charities- children; Fulton County Family Health Services WIC – infants and children; and Fulton County Office of Aging- people over 64. In addition, assist with identifying and implementing methods to reach out to sensitive populations and encourage their participation in public outreach events.
NYS Council on Children & Families	Vanessa Threatte Vanessa.threatte@cof.ny.gov 518-773-3652	
Fulmont County Family Health Services (WIC)	Dawn Bartolomeo dawn.bartolomeo@usda.gov 518-736-6720	
Lexington Foundation	Wally Hart, Executive Director hartw@thearclexington.org 518-661-9932	
Fulton Community Action Agency, Inc	Denis E. Wilson, CEO 518-853-3011	
Fulton County Office of Aging	Andrea Fettingner, Director afett@fultoncountyny.gov 518-736-5650	
Private Property Owners	Vincent Perrella (518) 725-1203 Danny Conyne (518) 725-1063	
		Owners of Target Area parcels willing to collaborate with the community to identify and advance property redevelopment.

Johnstown Public Library	Deb Callery, President weing@mvls.info 518-762-8317	Promote meeting, provide input and provide meeting space
Gloversville DRI and Boa Task Force	Jennifer Donovan- Chair (518) 725-7700	Obtains public input for TA site revitalization, identify possible site uses, creates site concepts.
Mohawk Valley Economic Development District	Steve Smith, Executive Director ssmith@mvedd.org 315-866-4671	Provides revolving loans for cleanup projects.
Gloversville Chamber of Commerce	Mark Kilmer, President president@fultonmontgomeryny.org 518-725-0641	Provides information from local businesses to assist with site selection, prioritization, and reuse.
Mohawk Valley Economic Development Council	Michael Reese, Regional Director, nys-mohawkval@esd.ny.gov 315-793-2705	Business attraction and economic analysis and assist with site review and analysis, selection. Provide information regarding site tax status, ownership etc.
Fulton County Real Property Services	Mary Salamone, President msalamone@fultoncountyny.gov 518-736-5510	
Fulton County Economic Dev and Environment Committee	Jack Wilson, Fulton County Legislature wilsonj12078@gmail.com 518-736-5720	

3. Target Area- **Target Area (TA) includes the Gloversville Brownfield Opportunity Area (BOA)** which includes 922 acres of the city's former industrial center containing most of the tanneries and glove making factories. The TA includes 4 disadvantaged census tracts according to EPA's Climate and Environmental Justice Screening (CEJST) tool (36035970900, 36035970800, 36035970700 and 36035971100) and generally follows the Cayadutta Creek and its tributary West Mill Creek within the City of Gloversville. The TA extends north to West 12th Street, west to the city boundary at West Fulton Street, east to Allen Street and South to Route 30A.

4. Affirmation of Brownfield Site Ownership

The City of Gloversville owns Pan American Tannery, 312 W. Fulton St, Gloversville (43.049275,-74.366146)) a site that meets the CERCLA 101(39) definition of a brownfield and is

- a. Not listed (or proposed for listing) on the National Priorities List
- b. Not subject to unilateral administrative orders, court orders, administrative orders on consent , or judicial consent decrees issued to or entered into by parties under CERCLA; and
- c. Not subject to the jurisdiction, custody, or control of the US government.

The City of Gloversville owns Risedorph Tannery, 130-184 W. Eighth Ave, Gloversville, NY (43.05796,-74.349263), a site that meets the CERCLA 101(39) definition of a brownfield and is

- a. Not listed (or proposed for listing) on the National Priorities List
- b. Not subject to unilateral administrative orders, court orders, administrative orders on consent , or judicial consent decrees issued to or entered into by parties under CERCLA; and
- c. Not subject to the jurisdiction, custody, or control of the US government.

The City of Gloversville owns Tradition Leather, 30 & 34 W. Tenth Ave & 44 & 47 W. Eleventh Ave, Gloversville (43.06283,-74.34415), a site that meets the CERCLA 101(39) definition of a brownfield and is

- a. Not listed (or proposed for listing) on the National Priorities List
- b. Not subject to unilateral administrative orders, court orders, administrative orders on consent , or judicial consent decrees issued to or entered into by parties under CERCLA; and
- c. Not subject to the jurisdiction, custody, or control of the US government.

The City of Gloversville owns FJ&G Railroad Property, 115-119 West Fulton St. Gloversville, NY (43.050662,-74.350151), a site that meets the CERCLA 101(39) definition of a brownfield and is

- a. Not listed (or proposed for listing) on the National Priorities List
- b. Not subject to unilateral administrative orders, court orders, administrative orders on consent , or judicial consent decrees issued to or entered into by parties under CERCLA; and
- c. Not subject to the jurisdiction, custody, or control of the US government.

5. Use of Grant Funds

Remedial Action - We plan to complete remedial actions on sites below: (Page 1)

1. Pan American Tannery, 312 West Fulton Street, Gloversville, NY

Cleanup Plans- We will complete cleanup plans for the sites below: (Pages 2 & 3)

1. Risedorph Tannery, 130-184 W. Eighth Ave., Gloversville, NY
2. Tradition Leather, 30 & 34 W. Tenth Ave. & 44 & 47 W. Eleventh Ave. Gloversville, NY
3. Former Decca Records, 80 Lincoln Street, Gloversville, NY
4. FJ&G Railroad Property, 115-119 West Fulton St. Gloversville, NY
5. Former Daniel Hayes Tannery, 177 West Fulton St. Gloversville, NY
6. Comrie Inc., 92 & 96 Harrison St. Gloversville, NY

Overall Plan for revitalization of Target Area- A revitalization plan for the Target area already exists (Brownfield Opportunity Area). Reuse plans will be developed for we will develop site specific reuse plans on sites below (page 3,4)

1. Comrie Inc., 92 & 96 Harrison St. Gloversville, NY
 2. Van Tent Pole, 1 Rose St. Gloversville, NY
-
6. Expenditure of Existing Grant Funds- \$355,074.32 has been spent and \$144,925.68 is remaining. See attached account summary as of 09/29/23.
-
7. Contractors and Named Subrecipients:
No contractors or Subrecipients have been named.

Exhibit B

Work Plan

The following is a suggested workplan outline for your Multipurpose project.
Blue *italicized* text should be reviewed and updated/inserted or omitted, as appropriate.

After entering new info, to update Table of Contents (TOC),
right click on TOC and choose "Update field."

**EPA
FY2024 BROWNFIELDS MULTIPURPOSE COOPERATIVE AGREEMENT
WORKPLAN**

FOR

Gloversville, NY

Period of Performance (5 years): *October 1, 2024 – September 30, 2029*

Date(s) of Draft Workplan (date each revision): *July 15, 2024*

Date of Final Workplan:

Submitted by

Gloversville, NY
City Hall of Gloversville
3 Frontage Rd.
Gloversville, NY 12078
[Recipient Address]

Mayor Vincent Desantis
(518) 773-4551
vdesantis@cityofgloversville.com
<https://cityofgloversville.com/>

EPA Cooperative Agreement Number: *[BF-XXXXXXXX-0]*

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1.0 INTRODUCTION

1.1 Project Description, Goals and Objectives

The City of Gloversville, the geographic area of this application, is a small rural city encompassing 5 mi² occupied by 14,770 residents located in New York's Mohawk Valley in the foothills of the Adirondack Mountains 50 miles west of Albany, NY. Once North America's glove-making capital, Gloversville's golden age spanned roughly 85 years between 1875 and 1960 when over 200 factories, tanneries and glove shops employed 80% of the city and supplied 90% of the nation's gloves. Economic and policy changes beginning in the late 1940s signaled a decline of industry. By the 1980s, outsourcing forced 86 tanneries to close and eliminated thousands of jobs. The industry struggled to adjust to regulatory pressure, after decades of dumping toxic tanning agents into local landfills, onto soil, and into the excessively polluted Cayadutta Creek. For decades, the creek was devoid of any life. Leathermakers paid millions for a sewage treatment plant in 1971 and millions more to upgrade the plant in the 1980s. Competitive and regulatory pressure continued to mount on the tanning industry. By the mid-1990s, only a few manufacturers remained, and the city's population declined by 45% from its peak of 23,700 in 1950 to 14,770 today. The tanneries now sit decaying with broken windows, collapsed roofs, exposed asbestos-containing material, and graffiti, inviting vagrants. Many of the tanneries have totally collapsed leaving behind piles of asbestos containing rubble, and according to the City Fire Marshall, two tanneries have been set on fire by an arsonist within the past several years. The declining trend has been set, and the sites will only deteriorate and pose a greater threat to nearby residents. This former industrial hub is left grappling with the spoils of an industrial past that has profound negative impacts on the city and its people including a landscape littered with abandoned, collapsing buildings, blight, a downtown with many vacant storefronts, diminished incomes, emigration, deteriorating housing and financial strain. As if these impacts are not enough, according to the EJScreen Climate Indicators the county has a significant potential for flooding. This Grant will provide critical funding to implement Gloversville's vision to not only address legacy contamination and flooding issues but also to remove blight, provide jobs, increase access to open space and refurbish buildings for low to moderate income apartments. This grant's Target Area (TA) includes the Gloversville Brownfield Opportunity Area (BOA) which includes 922 acres and a population of 5,788 within the city's former industrial core containing most of the tanneries and glove making factories. The TA includes 4 disadvantaged census tracts according to EPA's Climate and Environmental Justice Screening (CEJST) tool (36035970900, 36035970800, 36035970700 and 36035971100) and generally follows the Cayadutta Creek and its tributary West Mill Creek within the City of Gloversville. The TA extends north to West 12th Avenue, west to the city boundary at West Fulton Street, east to Allen Street and South to Route 30A.

A Brownfield inventory was completed under Gloversville's BOA (NYS program that provides underserved communities funds to inventory brownfields and conduct reuse planning) and previous EPA Assessment Grant identified 47 brownfields. The sites include tanneries, gasoline stations, machine shops and chemical facilities ranging from 0.1 to 30 acres, encompassing 128 total acres that used carcinogens, metals, Semi Volatile Organic Compounds (SVOCs), Volatile Organic Compounds (VOCs), and Polynuclear Aromatic Hydrocarbons (PAHs). Evidence of trespassing (i.e., vandalism, graffiti, dumping) is noted on many of these sites. A scoring system including field observations, site history, potential to address EJ issues and public input identified 32 strategic sites. Eight of these have been prioritized for investigation and/or cleanup:

Pan American Tannery, 312 W. Fulton St., Gloversville (43.049275, -74.366146) - 4.8-acre unsecured vacant site (owned by Gloversville, acquired via tax foreclosure 3/14/2000), surrounded by residential/commercial uses and the West Mill Pond, is located within a 100-yr floodplain. The site was occupied by a tannery from 1912 until 1996 when it closed and was subsequently demolished. A site investigation determined that metals, SVOCs and VOCs are present on-site. Since the site investigation is complete and a remediation plan approved by the NYS Department of Environmental Conservation (NYSDEC) is in place, the EPA Grant will support the site's cleanup (Engineer's Cost Estimate \$600,000) for the appropriate reuse via removal of "hot spots," installation of a soil barrier (capping) to prevent direct contact with contamination and reuse as a passive recreation park (i.e., picnicking, walking paths, frisbee golf, etc.).

Tradition Leather, 30 & 34 W. 10th Ave. and 44 & 47 W. 11th Ave., Gloversville (43.06283, -74.34415) - 4-acre vacant site (owned by the city), located within a 100-year floodplain, adjacent to an elementary school in a residential neighborhood. The site included a 50,000 ft² building that was used from 1902 until 2017 as a tannery. In 2017 a fire destroyed the wood frame portion of the building. In 2022 the city removed the debris leaving a smokestack and a 5,000 ft² building. A PII determined that petroleum, PAHs, and metals are present in the site's soil and groundwater. Due to the site's location in a neighborhood, adjacent to a school, the potential for nearby children to be tempted to enter the site, and the need for housing, the site has been identified as a priority. The EPA Grant will be used to develop a cleanup plan for the site.

FJ&G Railroad Property, 115-119 W. Fulton St., Gloversville (43.050662, -74.350151) – 9.9-acre city-owned site (acquired 1991) that includes a 9,000 ft² Gloversville City Transit building. The Cayadutta Creek and West Mill Creek flow through the site, which is located within a 100-year floodplain. Previously the site was the northern terminus of a freight yard for the FJ&G rail line and contained railroad tracks, roundhouse, coal sheds, a foundry and a train car repair shop from the late 1890s until 1990. A Phase II determined that metals and PAHs are present in the site soils. Public engagement has identified this site as a key site to the development of a park, farmers market, and access to the FJ&G rail trail which connects to downtown Gloversville. The EPA Grant will be used to work with the NYSDEC to develop a cleanup plan for the site.

Daniel Hayes Tannery, 177 W. Fulton St., Gloversville (43.051023, -74.353436) - 2.6-acre unsecured privately owned site currently occupied by two vacant buildings totaling 75,000 ft² was historically occupied by a tannery from 1887 until the mid-2000s when it closed. The West Mill Creek flows along the southern boundary and the site is located within a 100-year floodplain. A Phase II determined that metals and SVOCs are present in the soils and ACMs are present in the building. Since the owner has agreed to work with the city, it is located downtown, is highly visible, and is structurally sound. The site has been included as a priority site. The EPA Grant will be used to work with the NYSDEC to develop a cleanup plan and RBM abatement plan for the site.

Comrie Inc., 92-96 Harrison St., Gloversville (43.027518, -74.353773) - 10-acre unsecured site (a portioned which is owned by Gloversville) acquired via AAI) with two 2- story abandoned deteriorated buildings totaling 83,485 ft² was utilized as a tannery from 1905 until 1982. The site, adjacent to the Cayadutta Creek is located within the 100-yr floodplain. A Phase II identified petroleum constituents in site soil and groundwater along a former railroad spur. The EPA Grant will be used to conduct an additional site investigation and develop a cleanup plan for the site.

Van Tent Pole – 1 Rose St., Gloversville (43.050395, -74.364186) – 1.7-acre unsecured vacant site (owned by Gloversville, acquired via AAI), which was occupied by a 37,444 ft² tannery from 1900 until the early 1990s when it was abandoned. The buildings were destroyed by a fire (arson) in July 2020. West Mill Pond is adjacent to the west and West Mill Creek runs through the site, which is located within a 100-year floodplain. A Phase I identified metals and VOCs as potential contaminants of concern. Since the site is located in a city gateway and it poses a threat to children tempted to enter, the property has been identified as a priority site. The EPA Grant will be used to conduct a site investigation and develop a cleanup plan for the site.

Organizational Structure and Responsibilities

Gloversville is a general-purpose unit of local government within NY. Gloversville is organized as a Mayor-Council structure under which a full-time Mayor is elected and is the chief executive and administrative head of the city, and the Council is the policy making body. The City Council meets twice per month to address issues, pass resolutions, and retain services. The Council also hires heads of departments to run various city departments including Finance, Public Works, and Division of Buildings. The grant will be managed by Mayor Vincent DeSantis, an Attorney and former Gloversville City Judge at NYS Unified Court System with over 35 years of experience as a public servant. He has managed Gloversville's \$21M/yr. budget, a \$10M DRI grant awarded in 2023 and developed a keen understanding of brownfields, their impacts on residents, environmental concerns, and revitalization issues. Mayor DeSantis will serve as Project Director and will be assisted by:

- Nick Zabawsky, Gloversville Community Development Agency (GCDA), will serve as interim grant manager in the event of the mayor's departure or until such time as a new Mayor is appointed. Mr. Zabawsky has 30+ years managing grants- especially Community Development Block Grants and Economic and Housing Rehabilitation Loan programs.
- Jennifer Donovan, Gloversville Development Specialist, chairs the BOA/Local Waterfront Revitalization Program (LWRP) Task Force, will assist Mayor DeSantis as Technical Coordinator for Community Outreach including coordinating meetings, preparing materials and conducting meetings. Ms. Donovan has extensive knowledge of Gloversville's history and public outreach.
- Tammie Weiterschan, City of Gloversville Commissioner of Finance, will serve as Financial Director ensuring compliance with vendor acquisition policies and procedures, timely reporting, and payment application review and submission using the EPA ASAP system.
- Outside legal counsel as required for site control and liability release.

1.2 Project Outputs and Outcomes

Task	Outputs	Outcomes
Task 1 – Project Management, Reporting & Other Eligible Activities	Reports including Quarterly reports, ACRES, Final project closeout report. Attending annual EPA Brownfield event and roundtables QEP RFP and selection brownfield events, Monthly project Meeting	Grant compliance and QEP Selection
Task 2 – Community Engagement and Site Inventory/Prioritization	Community involvement plan prioritized site inventory eligibility forms and access agreements public meetings over 5 yrs. updated web content and fact sheets	Public awareness, posted grant updates
Task 3 Phase I/II/RBMs and Clean-up and Reuse planning	Generic QAPP/HASP EPA site approvals, PIs/PIIs and RBMs Site Specific Reuse Plans Site Specific Cleanup Plans/ABCAs Brownfield revitalization plan	Environmental information and site use plans available to attract developers or meet local development objectives (i.e. parks)

2.0 PROJECT TASK DESCRIPTIONS

2.1 Task 1 – Project Management and Reporting

2.1.1 Project Management

Objective of the Task - Gloversville will manage the project including oversight, and attendance at necessary project meetings and financial management consisting of:

- QEP management
- QEP and EPA meeting
- Review and approval of invoices.
- Submission of payment vouchers
- Budget reconciliation

Task Lead – Gloversville with QEP support

Milestones and Deliverable(s) – Noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant period.

2.1.2 Project Reporting - Periodic

Objective of the Task – Reports including:

- Minority Women Business Enterprise/Disadvantaged Business Enterprise (MWBE/DBE) Reporting.
- Property Profile Form submission/updates in the EPA's Assessment, Cleanup, and Redevelopment Exchange System (ACRES) database.
- Quarterly Progress Reports due within 30 days of the end of each federal fiscal quarter ending December, March, June, and September (due by January 30, April 30, July 30, and October 30).

Task Lead - QEP

Milestones and deliverable(s) – Completion of noted reports.

Estimated Submittal or Completion Dates - Completed over 5 years

2.1.3 Staff Training/Travel

Objective of the Task – Attendance at National Brownfield event and local EPA Roundtable.

Task Lead – Gloversville

Milestones and Deliverable(s) – Event attendance

Estimated Submittal or Completion Dates - Completed over the 5-yr grant period.

2.1.4 Contractor Procurement

Objective of the Task – A QEP will be selected to assist with reporting, Phase I/Phase IIs , community engagement in accordance with IDA and 2 CFR Part 200 Uniform Administrative Requirements for Grants and Cooperative Agreements for Federal Awards and EPA specific Regulations for Grants and Agreements at 2 CFR Part 1500.

Task Lead – Gloversville

Milestones and Deliverable(s) – QEP selection

Estimated Submittal or Completion Dates – Within 3 months of Award.

2.1.5 Final Performance Report

Objective of the Task – Submission of Final Performance Report to EPA Brownfields Project Manager within 120 calendar days after the expiration or termination of the award (sooner is also acceptable). The report will generally contain the same information as the Quarterly Progress Reports but will cover the entire project period. In addition, the Final Performance Report will address lessons learned implementing the brownfields assessment(s), successes achieved, and a summary fact sheet of the project.

Task Lead – Gloversville with QEP assistance

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - within 120 calendar days after the expiration or termination of the award (sooner is also acceptable).

2.2 Task 2 – Community Involvement

2.2.1 Community Outreach and Involvement

Objective of the Task – Gloversville has a well-established community involvement program that will be maintained for this grant. A total of 8-12 public meetings will be held during the 5-year grant period to maintain stakeholder engagement and continue to gather input on site selection, prioritization, assessment needs, cleanup decisions, mitigation measures from the cleanup and redevelopment activity, and reuse planning. In addition, 2-4 brownfield committee meetings will be held each year. Outreach events, open to the public, will be advertised through city and partner websites, newspapers, radio, and social media (low-cost/no cost, or in-kind methods) ensuring that the entire community has an opportunity to provide input. The community will be updated on progress throughout the grant, as well as share input through comment opportunities on city and partner websites. For residents with limited internet or cellular network access, paper surveys will be available at local businesses, enabling community input without access to digital resources. Gloversville has already begun engaging target area residents, business owners, and community advocates to solicit their input regarding our brownfield project

and will continue to do so during the grant period. A public meeting will be held in the second quarter of the grant period to discuss goals, planned activities, and a schedule for future community involvement. For subsequent meetings, personal invitations will be sent to residents directly impacted by priority sites, neighborhood groups, lenders, area businesses, and developers to maximize stakeholder engagement. Gloversville staff will catalog stakeholder input for reference when determining assessment and redevelopment priorities. As the project progresses, we will involve stakeholders in the decision-making process regarding prioritization, assessment, site marketing, cleanup planning, and feedback on reuse. When stakeholder input is received, Gloversville will evaluate it against our development goals and available resources, adopting feedback that feasibly meets these criteria

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Over the 5-yr grant.

2.2.2 Project Updates and Other Public Information

Objective of the Task - A notice of availability of the draft ABCA (or equivalent) and the proposed cleanup plan will be posted for a public comment period (typically 30 days), and to summarize any significant comments received and how they are addressed in the Final Cleanup Plan. Also, a plain language “fact sheet” prepared and distributed to the affected community at the beginning of the project, and a fact sheet after the assessment is complete. Additional fact sheets may be prepared if there are new developments or delays.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Over the 5-yr grant.

2.3 Task 3 – Site Inventory and/or Characterization

2.3.1 Site Inventory

Objective of the Task - As part of the brownfield activities, Gloversville will conduct brownfield awareness training for community members (i.e., leaders/stakeholders and public) and conduct public outreach throughout the county. The training will educate community members on what is a brownfield, the needs and opportunities and encourage community members to assist in identifying additional sites.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Over the 5-yr grant.

2.3.2 Candidate Site Identification and Eligibility Determination

Objective of the Task - QEP work with community members through public engagement to identify and prioritize sites based on location in disadvantaged census tracts, presence of sensitive populations, redevelopment potential based on community goals and the ability to address the needs of an underserved and/or disadvantaged community, projected benefit, removal of environmental contamination and addressing area specific EJ issues.

QEP will provide EPA with details about each site proposed for assessment (Phase I Assessment, Phase II Assessment, or other types of assessment activities) or site-specific planning activities, so that EPA can confirm site eligibility and approve the site for use of cooperative agreement funds.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Over the 5-yr grant.

2.3.3 Site Characterization – Phase I Assessment

Objective of the Task – The QEP will ensure that a “Phase I” site characterization and assessment carried out under this agreement will be performed in accordance with EPA's standard for all appropriate inquiries. The QEP shall utilize the practices in ASTM standard E1527-21 “Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process,” or EPA's All Appropriate Inquiries Final Rule “All Appropriate Inquiries Rule: Reporting Requirements Checklist for Assessment Grant Recipients,” (Publication Number: EPA 560-F23-004).

Task Lead – QEP

Milestones and Deliverable(s) – completed Phase I.

Estimated Submittal or Completion Dates - Over the 5-yr grant.

2.3.4 ESA and NHPA requirements

Objective of the Task - If required the QEP will complete certain requirements under the Endangered Species Act (ESA) and National Historic Preservation Act (NHPA), which EPA must meet before giving approval to proceed with field work under the cooperative agreement.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Over the 5-yr grant.

2.3.5 Quality Assurance Project Plan (QAPP) and Health and Safety Plan

Objective of the Task - A site-specific Quality Assurance Project Plan (QAPP) will be prepared and submitted to EPA for review and concurrence before any sampling is done.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Over the 5-yr grant.

2.3.6 Integrating Sustainability

Objective of the Task - Projects will demonstrate how aspects of sustainability have been considered or integrated into assessment and planning activities including:

- Utilize fuel efficient vehicles.
- Reduce miles traveled while conducting site work.
- Purchase or lease more sustainable equipment, supplies, and services.
- Implement sustainable materials management practices (reduce, reuse, recycle)
- Consider the efficiencies of traditional travel or consider alternatives.
- Consider other practices that directly reduce water, materials, climate, energy, or air impacts.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Over the 5-yr grant.

2.4 Task 4 – Reuse Planning

2.4.1 Analysis of Conditions of Project Area/High Priority Sites

Objective of the Task - Both area-wide and site-specific reuse planning will be supported by identifying community priorities, local infrastructure needs, market feasibility, and environmental conditions, which will help determine viable future uses for the catalyst/high priority brownfield sites. The selected QEP and other consultants will review available documents and meet with local officials to conduct analysis of the conditions of the project area which may include:

- Economic research or market study to identify brownfields site reuses that can be supported by local market conditions.
- Research condition of existing infrastructure in the project area (e.g., transportation, wastewater and drinking water systems, sewage, broadband, electricity systems, etc.) for determining how infrastructure can be reused, if improvements are already planned, or if improvements are needed, to accommodate brownfield site reuse.

- Ascertain the environmental conditions within the project area and known environmental conditions of the specific brownfield sites.
- Considering and addressing concerns about changing climate conditions throughout the project area.
- Coordinate with existing community planning documents (e.g., local parks/general plans/housing/transportation plans) or regional planning efforts.
- Identify local health issues and environmental justice concerns. Consider how environmental justice and equity considerations will be taken into account when assessing and cleaning up brownfield sites, including reducing toxicity, illegal dumping, and blighted vacant parcels within the area; creating greenspace, recreational property, and non-profit uses (e.g., health clinics, youth centers, non-profit housing, etc.); and avoiding displacement of residents living within the project area.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.4.2 Development of Draft Area-Wide Plan

Objective of the Task - The QEP, if requested, will recommend specific cleanup and reuse strategies for the catalyst, high priority brownfield site(s) based on these community priorities and project area conditions. An area-wide plan should include:

- A summary of the community involvement activities, priorities identified, and a statement which clearly describes how the community input is reflected throughout the plan's recommendations and strategies.
- The results from research on brownfields and project area conditions, including known environmental conditions, data gaps and other existing conditions (such as environmental/social/health conditions, economic realities/market potential, and state of infrastructure in the project area).
- Specific reuse scenarios/plans for the catalyst, high priority brownfield sites.
- Information on how assessment and cleanup of those sites will be influenced by the reuse strategies.
- A detailed action plan which identifies specific actions, resources available, and resources needed to implement the plan, such as:
 - Assessment and cleanup activities needed to be compatible with the brownfields reuse scenarios.
 - Catalyst, high-priority brownfield site(s) improvements and other project area improvements (e.g., infrastructure investments) needed to support brownfields reuse and advance sustainable and equitable revitalization within the project area.
 - What actions are needed near-term versus long-term, and prioritized projects that indicate where/how to start implementing the plan.
 - Who is going to lead each effort (partners involved or needed).
 - Specific sources of funding, investment and other resources needed in the project area.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.4.3 Finalizing Area-Wide Plan

Objective of the Task – The QEP, if requested, will finalize the area-wide plan and making it publicly available, which may include:

- Completing any revisions to the plan/implementation strategy based on feedback received and creating a final document.
- Celebrating with community event(s) to acknowledge plan completion and shifting project from planning to plan implementation.
- Tours of brownfields project area, cleanup events, etc.
- Posting plans online, having one or more hard copies available publicly, and holding community information sessions.
- Working with project partners and the community to identify the specific next steps and action items to be done, and who will do them, upon completion of the plan and this EPA cooperative agreement.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.4.4 Site-Specific Reuse Planning

Objective of the Task – The QEP will work communities and impacted residents to identify potential future uses for priority brownfields sites which may include:

- Determining specific feasible land reuses for the site based on the community priorities, existing conditions research, public comments, partner feedback, etc.
- Identifying improvements that need to happen in the area that will help ensure successful assessment, cleanup, and reuse of the brownfield site.
- Identifying how to improve environmental conditions, including how to address solid and hazardous waste, improve air and water quality, and reduce exposure to environmental contaminants.
- Researching strategies to mitigate/adapt to changing climate conditions on catalyst.
- Developing brownfield site-specific reuse drawings/schematics/renderings.
- Developing brownfields site preparation approaches or site programming designs that will integrate green and healthy design and sustainable development approaches, as they relate to mitigation of environmental conditions through design of effective remediation strategies.
- Deciding how environmental justice and equity considerations will be taken into account.

- If the proposed project or revitalization plans may potentially cause the displacement of residents and/or businesses, describe the strategies and/or policies that will be implemented to minimize displacement.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.5 Task 5 – Cleanup Planning

2.5.1 Analysis of Brownfields Cleanup Alternatives

Objective of the Task – The QEP shall prepare an Analysis of Brownfield Cleanup Alternatives (ABCA) or equivalent State-required document that summarizes the following information: site description and contamination (i.e., exposure pathways, contaminant sources, types, and levels of contamination, etc.); cleanup standards; and applicable laws. The ABCA must also discuss alternatives considered (at least two, evaluated in terms of effectiveness, implementability, and cost) and the proposed cleanup plan. This document must go out for public comment prior to beginning cleanup (typically 30 days). Review of the ABCA by the State VCP project manager prior to making the document available for public comment will help ensure that your cleanup plans will ultimately be acceptable to the State.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.5.2 Integrating Sustainability

Objective of the Task - Projects will demonstrate how aspects of sustainability have been considered or integrated into assessment and planning activities including:

- Utilizing fuel efficient vehicles.
- Reducing miles traveled while conducting site work.
- Purchasing or lease more sustainable equipment, supplies, and services.
- Implementing sustainable materials management practices (reduce, reuse, recycle)
- Considering the efficiencies of traditional travel or considering alternatives.
- Considering other practices that directly reduce water, materials, climate, energy, or air impacts.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.5.3 Endangered Species Act (ESA) and National Historic Preservation Act (NHPA) Requirements

Objective of the Task - If required the QEP will complete certain requirements under the Endangered Species Act (ESA) and National Historic Preservation Act (NHPA), which EPA must meet before giving approval to proceed with field work under the cooperative agreement.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.5.4 Quality Assurance Project Plan (QAPP) and Health and Safety Plan (HASP)

Historic Preservation Act (NHPA), which EPA must meet before giving approval to proceed with field work under the cooperative agreement.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.5.5 Quality Assurance Project Plan (QAPP) and Health and Safety Plan (HSP)

Objective of the Task - A site-specific Quality Assurance Project Plan (QAPP) will be prepared and submitted to EPA for review and concurrence before any sampling is done.

Task Lead –QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.5.6 Final Cleanup Plan and Remedial Design

Objective of the Task -The QEP will submit the clean-up and remedial Design documents to the NYSDEC for review. The QEP will incorporate any NYSDEC comments into the final document.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.6 Task 6 – Cleanup Performance and Completion

2.6.1 Cleanup Activities

Objective- Site clean-up activities will be completed in accordance with approved clean-up plans.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.6.2 Confirming Sampling

Objective – confirmation sampling will be completed in accordance with approved cleanup plans.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

2.6.3 Final Cleanup Report

Objective of the Task -The QEP will prepare a final cleanup plan in accordance with the approved cleanup plans. The report will be submitted to the NYSDEC for review and comment on. The QEP will document and incorporate any NYSDEC comments into the final document.

Task Lead – QEP

Milestones and Deliverable(s) – noted activities.

Estimated Submittal or Completion Dates - Activities will be completed over the 5-yr grant.

3.0 SCHEDULES AND DELIVERABLES

DUE DATE	ITEM	Send to:			
		EPA PO	STATE	EPA GRANTS	EPA FINANCE
Month 1	Property Profile Form entered in ACRES or submitted to PO	X			
Month 2	Community Involvement Plan as applicable	X			
Month 2	Fact sheet - project starting	X			
Month 3	Community Meeting – Kick off	X	X		
Month 4	Solicitation for hiring environmental contractor	X			
Month 5	Inventory developed & Site Selection Criteria set	X			
Month 6	Top sites selected	X	X		
Ongoing - At least 30 days before assessment is scheduled to begin	Site eligibility requested & confirmed (for petroleum include State)	X	X		
Before fieldwork begins	<ul style="list-style-type: none"> Quality Assurance Project Plan (QAPP)/Sampling & Analysis Plan (SAP) Health and Safety Plan 	X			
Before field work begins	Endangered Species Act (ESA) & National Historic Preservation Act (NHPA) Letters	X			
Ongoing	Planning & Site Work Activities (Assessments and/or Cleanups) Begin				
Ongoing	Phase I and II Reports submitted AAI Checklists required w/ Phase I	X	X		
Ongoing	Reuse Planning Documents submitted	X	X		
Ongoing	Cleanup Planning Documents submitted	X	X		

DUE DATE	ITEM	Send to:			
		EPA PO	STATE	EPA GRANTS	EPA FINANCE
Each Federal Fiscal Quarter - Oct-Dec; Jan-Mar; Apr-Jun; Jul-Sept	Quarterly Progress Reports (QPRs) Due Jan 30, Apr 30, July 30, Oct 30	X			
Annually	DBE Report (MBE/WBE) (DBE = Disadvantaged Business Enterprises) Reports must be submitted annually by October 30th of each year. For forms & more information, visit: https://www.epa.gov/resources-small-businesses	X (copy)		X	
As Needed	Requests for Reimbursement – see Administrative Terms & Conditions				X
Month 36	Fact Sheet - Assessment results	X	X (copy)		
Annually & at End of Agreement (90 days after end of reporting period)	Final Federal Financial Report (FFR) (SF425) & Final Drawdown Reports must be submitted annually within 90 days after the end of reporting period (120 days after end of project period for closeout). For forms & more information, visit: https://www.epa.gov/grants/epa-grantee-forms	X (copy)		X (copy)	X
Months 36 – 39	Closeout: Final Performance Report with Summary Fact Sheet, Photos, and Lessons Learned	X			
<i>Continue with list as necessary, ensuring all project-related milestones, activities and accomplishments are included. Note that "Month" due dates above are for guidance only.</i>					

4.0 BUDGET

4.1 Budget Table

Budget Categories	Task 1:Project Mgt., Reporting & Other Eligible Activities	Task 2: Community Engagement & Site Inventory/Prioritization	Task 3: PI/II ESAs/Site Remediation/Cleanup Planning	Total
Travel	\$4,090	\$0	\$0	\$4,090
Contractual	\$26,010	\$38,080	\$576,220	\$640,310
Construction	\$0	\$0	\$355,000	\$355,000
Other	\$600	\$0	\$0	\$600
Total Direct Costs	\$30,700	\$38,080	\$931,220	\$1,000,000
Indirect Costs	\$0	\$0	\$0	\$0
Total Budget	\$30,700	\$38,080	\$931,220	\$1,000,000

5.0 BUDGET NARRATIVE

Task 1 – Project Management, Reporting & Other Eligible Activities (\$30,700):

Travel Total \$4,090

- 2025 National Brownfields Conference (Location TBD): \$1,525 (\$1,525/person x 1 Gloversville staff).
- 2027 National Brownfields Conference (Location TBD): \$1,525 (\$1,525/person x 1 Gloversville staff).
- 2026 Regional/State Brownfields Conference (Location TBD): \$1,040 (\$1,040/person x 1 Gloversville staff).

Contractual Total: \$26,010.

- 60 monthly check-in meetings: \$8,160 (48 hrs. x \$170/hr. x 1 staff).
- Compliance Reporting: \$17,850 (105 hrs. x \$170/hr.).

Other Total: \$600.

- Conference Registration Fees: \$600 (\$200/person x 3 conf. x 1 Gloversville staff)
- Task 2 – Community Engagement & Site Inventory/Prioritization (\$38,080):

Contractual Total: \$38,080.

- City & Stakeholder Meetings: \$27,200 (80 hrs. x \$170/hr. x 2 staff).
- Update Project Fact Sheets, Site Nomination Form & Webpage Content: \$6,800 (40 hrs. x \$170/hr.)
- Update inventory of brownfield sites: \$4,080 (24 hrs. x \$170/hr.)
- Task 3 – Phase I/II ESAs/ Site Remediation/Cleanup Planning (\$931,220)

Contractual & Construction Total: \$931,220.

- Site Eligibility Requests: \$850 (5 hrs. x \$170/hr.).
- RBM Surveys: \$8,700 (1 site @ \$8,700).
- Update Master QAPP/HASP: \$5,370 (1 QAPP/HASP x \$5,370); Cleanup/ABCA: \$136,500 (7 sites@\$19,500ea avg).
- PI ESAs: \$28,000 (5 sites@\$5,600/ea.).
- PII ESAs: \$324,200 (4 sites average \$81,050ea avg).
- Remediate 1 Site: \$355,000 (1 site @\$355,000),
- Revitalization Plan*: \$39,600 (1 sites@\$39,600),
- 1 Site Reuse Assessment: \$33,000 (1 site@\$33,000).

*Plan activities as [prescribed @https://www.epa.gov/brownfields/information-eligible-planning-activities](https://www.epa.gov/brownfields/information-eligible-planning-activities).