

AGENDA

Jackson Brownfield Redevelopment Authority

June 8, 2022 at 9:00 A.M.

City Hall 3rd Floor Conference Room

- I. Call to Order
- II. Roll Call
- III. Adoption of Agenda
- IV. Adoption of the April 13, 2022 Meeting Minutes
- V. Public Comment and Correspondence
- VI. Consent Calendar
 - A. **Receipt of Budget Status Report – LSRRF**
 - B. **Receipt of Budget Status Report – BRA Fund**
- VII. New Business
 - A. **U.S. EPA Brownfield Grant Award**
 - B. **Commonwealth Brownfield Amendment**
- VIII. Old Business
- IX. Board Member Concerns and Comments
- X. Adjournment

MEETING MINUTES

Jackson Brownfield Redevelopment Authority

April 13, 2022

MEMBERS PRESENT: Dan Greer, Jonathan Greene, Steve Duke, Ray Snell, Mishele Wilkins, and Laura Schlecte
MEMBERS ABSENT: Mayor Daniel Mahoney, Phil Hones, Scott Damich, Darrell Norris, and Ken Straub
STAFF PRESENT: Chris Atkin
GUEST: Kurt Brower, Alex Masten, and Dave Stegnik

I. Call to Order

Chairperson Greer called the meeting to order at 9:03 am.

II. Roll Call

III. Adoption of Agenda

Board Member Duke moved, with support from Board Member Greene, for the adoption of the agenda.

The motion passed unanimously on a roll call vote.

IV. Adoption of the February 9, 2021 Meeting Minutes

Board Member Snell moved, with support from Board Member Wilkins, for the adoption of the minutes as presented.

The motion passed unanimously on a roll call vote.

V. Public Comment and Correspondence

No public comment

VI. Consent Calendar

A. Receipt of Budget Status Report-LSRRF

B. Receipt of Budget Status Report-BRA Fund

No action taken

VII. New Business

A. Request from Objectiv for cost reimbursement

Board Member Schlecte moved, with support from Board Member Greene, to approve the cost reimbursement from Objectiv as presented and requested.

The motion passed unanimously with a roll call vote.

VIII. Old Business

None

IX. Board Members Concerns and Comments

*Board Member Schlecte inquired about the approved reimbursement to Jackson County.
Discussion of member attendance status and by-laws.*

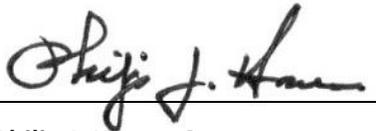
X. Adjournment

Board Member Schlecte moved, with support from Board Member Greene, to adjourn.

The motion passed unanimously with a voice vote.

Chairperson Greer adjourned the meeting to order at 9:14 am.

Respectfully submitted, as prepared by Chris Atkin.

A handwritten signature in black ink, appearing to read "Philip J. Hones", written over a horizontal line.

Philip J. Hones, Secretary

Meeting minutes are not final until approved by the JBRA.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION V
77 West Jackson Boulevard
Chicago, Illinois

May 16, 2022

VIA EMAIL

Chris Atkin
City of Jackson, MI

Dear Mr. Atkin:

Congratulations on the selection of the City of Jackson's proposal for Community wide Assessment Grant funding. I will be your Project Officer/Project Manager at U.S. EPA and I look forward to working with you over the next few years. I can be reached at (312) 353-2112 or via email at didier.matthew@epa.gov.

The next step in the process is to complete an Application for Federal Assistance, also referred to as Standard Form 424 (SF-424). Although you submitted a draft SF-424A form with your proposal through www.grants.gov you will need to complete an SF-424 form and submit it with the rest of the required application forms. This award will be a Cooperative Agreement (CA), a type of grant for which there will be substantial federal involvement in reviewing project activities and providing technical assistance, as requested.

Please review the Checklist for Brownfield 104(K) Applications attached to this email. The SF-424 and additional forms identified on the checklist can be found at the following website:

<https://www.epa.gov/grants/epa-grantee-forms>

There are separate instructions for each form so please read them carefully. If you have any issues or questions, please give me a call or email. There is no standard form for the detailed, itemized budget but it is required to show how you calculated the amounts in each object class category. Please ensure you update form to include budget & project period start dates: 10/01/2022 – 09/30/2025. Also note that the Program Manager and Authorized Representative are two different people within the organization and ensure money requested is in whole dollar form.

For tips on preparing the budget detail, see:

https://www.epa.gov/sites/production/files/2014-08/documents/ogd_budget_detail_guidance_5_31_11.pdf

Prior to submission of the application forms you will also need to develop a Work Plan for the project. The Work Plan is based on your proposal and must be approved by me and submitted as an attachment to your CA application. If you would like an example of a Work Plan, please ask

and I can provide one.

The draft of your Work Plan should be submitted to me by email no later than June 10th, 2022, but earlier is better in order to have EPA review and approve prior to submitting your final application.

Please submit the application package consisting of all forms on the attached checklist and the EPA-approved Work Plan no later than COB July 1, 2022 or earlier if possible. You must submit application packages by email to region5applications@epa.gov and provide a courtesy copy to me.

Please call me if necessary at your earliest convenience so that we can discuss these grant requirements, and/or answer any questions you may have and get the application process completed as soon as possible. Please forward this message to the city employee who will be working most closely with the grant.

Again, congratulations! I look forward to working with you on this new Cooperative Agreement.

Sincerely,

Matt Didier
Brownfields Project Manager
U.S. EPA Region 5

Attachments: Checklist for Brownfield 104(K) Applications

David Stegink

From: Wade L. Reimer <Wade.Reimer@cai-engr.com>
Sent: Tuesday, May 31, 2022 10:57 AM
To: Logan Mulholland
Cc: David Stegink; 'revitalization.inc@gmail.com'; Craig A. Tapley
Subject: RE: Commonwealth Additional Costs

CAUTION: CAUTION! EXTERNAL SENDER Were you expecting this email? TAKE A CLOSER LOOK. Is the sender legitimate? DO NOT click links or open attachments unless you are 100% sure that the email is safe.

Logan-

The quote for the 3rd/4th floor came in on Friday. Please see below for a breakdown of the additional cost of the fire-proofing abatement.

Phase one: Change order to existing contract

Item	Preparation	Abatement	Subtotal		Item Total
			Demo	Re-Spray	
Basement	\$ 9,980	\$ 89,520	\$ 99,500	\$ 31,120	\$ 130,620
1st floor	\$ -	\$ 84,300	\$ 84,300	\$ 56,400	\$ 140,700
Phase 1 Totals	\$ 9,980	\$ 173,820	\$ 183,800	\$ 87,520	\$ 271,320

Phase 2: Additional future scope that will be applied to future scope

Item	Duct Demo	Abatement	Subtotal		Item Total
			Demo	Re-Spray	
3rd Floor	\$ 1,920	\$ 241,490	\$ 243,410	\$ 86,920	\$ 330,330
4th Floor	\$ 1,700	\$ 87,630	\$ 89,330	\$ 36,100	\$ 125,430
Phase 2 Totals	\$ 3,620	\$ 329,120	\$ 332,740	\$ 123,020	\$ 455,760

Preparation: Installing enclosure & pumps for the remediation of asbestos containing material. (Note this is rework and is why it only applies to the basement.)

Abatement: removal & disposal of asbestos containing material.

Subtotal Demo: sum of preparation or Duct demo and abatement.

Re-spray: installing new fire-proofing

Item Total: Subtotal Demo + Respray.

Please let me know if you have any questions or concerns.

Regards,



Commonwealth

Wade L Reimer, PE

Director - EPC Projects

Did you know that Commonwealth uses 3D modeling to minimize construction issues, which keeps projects on schedule and costs lower for consumers?

2700 W. Argyle Street, Jackson, MI 49202

D: 517.990.8329 **C:** 612.875.2292 **W:** cai-engr.com

From: Wade L. Reimer

Sent: Friday, May 13, 2022 9:13 AM

To: 'Logan Mulholland' <mulholland@envirologic.com>

Cc: David Stegink <stegink@envirologic.com>; revitalization.inc@gmail.com; Craig A. Tapley <Craig.Tapley@cai-engr.com>

Subject: RE: Commonwealth Additional Costs

Yes I can. I have already requested a quote for the 3rd and 4th floor abatement. When that is received I will transmit. As far as timing, this won't be today and may not be next week as I just requested the quote on the 11th.

Regards,



Commonwealth

Wade L Reimer, PE

Director - EPC Projects

Did you know that Commonwealth uses 3D modeling to minimize construction issues, which keeps projects on schedule and costs lower for consumers?

2700 W. Argyle Street, Jackson, MI 49202

D: 517.990.8329 **C:** 612.875.2292 **W:** cai-engr.com

From: Logan Mulholland <mulholland@envirologic.com>

Sent: Friday, May 13, 2022 8:50 AM

To: Wade L. Reimer <Wade.Reimer@cai-engr.com>

Cc: David Stegink <stegink@envirologic.com>; revitalization.inc@gmail.com; Craig A. Tapley <Craig.Tapley@cai-engr.com>

Subject: RE: Commonwealth Additional Costs

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning, Wade,

Thank you for that summary. While the asbestos abatement is an eligible cost, the installation of new fireproofing is not an eligible reimbursable cost. This will need to be separated to only include the abatement in the request to the City. If there is another change order for the 3rd and 4th floor, we will want an estimate for the increased abatement costs to include in this request as well.

Taking these notes into consideration – could you please send over these new estimates for the asbestos abatement increases?

Please let me know if you have any questions.

Thanks,

Logan

Logan Mulholland, Brownfield Project Analyst
(she/her)

Envirologic Technologies, Inc.
P 269.342.1100 | C 616.560.8339 | W envirologic.com

From: Wade L. Reimer <Wade.Reimer@cai-engr.com>
Sent: Thursday, May 12, 2022 9:32 AM
To: Logan Mulholland <mulholland@envirologic.com>
Cc: David Stegink <stegink@envirologic.com>; revitalization.inc@gmail.com; Craig A. Tapley <Craig.Tapley@cai-engr.com>
Subject: RE: Commonwealth Additional Costs

Logan-
Please see below for a summary.

The building's fire protection system includes spray applied fire-proofing material to the underside of all horizontal steel elements (beams, girders, steel deck, etc.). This spray applied fireproofing contains asbestos and this has been known since the building purchase. Left in place, the fireproofing provides no health risk as it is in a non-friable condition. The original scope of work included only abating the fireproofing at locations where new attachments (ductwork, lighting, suspended ceiling, etc.) to the underside of the steel structure were to be made.

Unfortunately, the existing conditions of the building do not match the drawings we have. The floor structure that was shown on the drawings was supposed to be concrete cast upon 3" metal deck with concrete in all the ribs of the deck. What is actually installed is a 3" "sandwich" deck panel with concrete cast against a horizontal steel member leaving the ribs of the steel deck hollow. This hollow void causes vibrations while workers are trying to install attachments and caused some asbestos containing fireproofing to dislodge with unprotected workers present. This is unsafe for the construction workers and caused us to decide to remove the entire existing asbestos containing fireproofing and replace with new asbestos free fire-proofing. The entirety of this change order is the additional removal of old fire-proofing and additional installation of new fire-proofing above the ceiling on the basement, first floor, and second floor.

In summary, the number one reason for the change order is that the existing conditions do not match the drawings.

Additionally, there is a very large probability that there will be another change order request to modify the abatement level for the 3rd and 4th floor from partial to full when that work commences.

Please let me know if you have additional questions.

Regards,



Commonwealth

Wade L Reimer, PE

Director - EPC Projects

We like to make your projects easier. Did you know that we are experienced Owner's Engineers?

2700 W. Argyle Street, Jackson, MI 49202

D: 517.990.8329 **C:** 612.875.2292 **W:** cai-engr.com

From: Logan Mulholland <mulholland@envirologic.com>
Sent: Monday, May 9, 2022 1:41 PM
To: Wade L. Reimer <Wade.Reimer@cai-engr.com>
Cc: David Stegink <stegink@envirologic.com>; revitalization.inc@gmail.com; Craig A. Tapley <Craig.Tapley@cai-engr.com>
Subject: Commonwealth Additional Costs

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good afternoon, Wade,

I am just following up on a discussion you were CC'd on a few weeks ago pertaining to the Commonwealth Associates increased project costs. Envirologic will be assisting in Commonwealths request with the City.

Could you please provide a description of the asbestos abatement change order (\$271K) for the Commonwealth Associates Project? Please include how this change order of additional abatement was discovered, what it includes – amount and type of materials, why there was no way of knowing with the initial inspections, and any other details you can provide to help aid our discussion with the City about this increased amount.

Please let me know if you have any questions.

Thank you!

Logan



Logan Mulholland, Brownfield Project Analyst
(she/her)

Envirologic Technologies, Inc.

2960 Interstate Parkway
Kalamazoo, MI 49048

P 269.342.1100 | C 616.560.8339 | W envirologic.com



Envirologic promotes conservation. Please do not print this email unless it's necessary. Thank you!

**** Note:** Privileged/Confidential information may be contained in this message and may be subject to legal privilege. Access to this e-mail by anyone other than the intended is unauthorized. If you are not the intended recipient (or responsible for delivery of the message to such person), you may not use, copy, distribute or deliver to anyone this message (or any part of its contents) or take any action in reliance on it. In such case, you should destroy this message, and notify us immediately. If you have received this email in error, please notify us immediately by e-mail or telephone and delete the e-mail from any computer. If you or your employer does not consent to internet e-mail messages of this kind, please notify us immediately. All reasonable precautions have been taken to ensure no viruses are present in this e-mail. As our company cannot accept responsibility for any loss or damage arising from the use of this e-mail or attachments, we recommend that you subject these to your virus checking procedures prior to use. This e-mail shall not