

SCOPE OF WORK

A. A Phase I Environmental Site Assessment (Phase I here after) is performed in an effort to identify potential liability and risk associated with environmental and public health considerations concerning a property. A Phase I provides for a due diligence or appropriate inquiry into the previous ownership and uses of a property. A Phase I addresses the potential contamination by hazardous substances, evaluates if readily-available evidence indicates whether hazardous materials may be located on or under the property surface, and attempt to determine if existing conditions may violate known, applicable environmental regulations. A Phase I reviews commonly known information about the property and investigates by obvious inspection.

B. The Contractor shall furnish the necessary personnel, materials, services, equipment, facilities, and otherwise do all things necessary for and incident to the performance of the work specified in this Scope of Work in a manner consistent with accepted professional standards such as the *Resolution Trust Corporation Phase I Environmental Site Assessment for the Identification of Hazards and Special Resources* and the *American Society for Testing and Materials*. The Contractor shall be familiar with all applicable laws and must comply with them in preparing the Phase I.

1) The Contractor must employ the following professional personnel to perform the services required under this contract. A substitution may not be made without the approval of the Contracting Officer and the GSA Regional Environmental Program Officer (REPO). An increase in salary rates is not allowed when substitute personnel are authorized. The Government reserves the right to decrease rates in these instances. The following types of personnel should perform the functions necessary to complete the statement of work:

Project Administrator - The Contractor's representative with responsibility for the overall management of this contract.

Project Task Manager - Contractor's personnel with management and supervisory responsibilities for individual task orders. The Project Task Managers may be from any of the professional disciplines as listed below.

Environmental Scientists - May include biologists, ecologists, chemists, hydrologists, and geologists.

Cultural Specialists - May include archaeologists, historians, and architectural historians.

Engineers - May include sanitary engineers, soils engineers, civil engineers, structural engineers, and environmental engineers.

Technical Assistants - May include graphic artists, editors, researchers, draftpersons, and junior/entry level professionals.

Clerical - May include typists, clerks, and word processors.

C. The GSA REPO will serve as the technical representative and environmental project manager for the proposal. Duties performed shall include:

a) Ensuring compliance of work performed with environmental laws, regulations, and orders;

1. Review and comment on all submitted documents from Contractor prior to final publishing;

c) Assist Contractor in other functions as necessary in completion of documents.

d) Point of Contact:

Name
Title
U.S. General Services Administration
400 15th Street, SW
Auburn, WA 98001

D. Preparation of Phase I Environmental Assessment

1) The Contractor shall prepare a Phase I Environmental Assessment examining a site known as the SAGE Building at 25th and Dover Streets in Moses Lake, Washington. The site is being considered for a disposal action and the Phase I Assessment is required for compliance with CERCLA 120(h).

2) Through this Phase I Environmental Assessment, the Contractor shall determine or discover the obvious presence or likely presence of a hazardous material which has been released or is likely to be released on the site. The range of contaminants considered should be consistent with the scope of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) and should include petroleum products. This investigation shall consist of a review of the following sources of information regarding the previous use and ownership of the sites under consideration, but shall not be limited to these sources of information if the Contractor deems additional sources of information as important or necessary to the thorough and successful completion of the contamination assessment process:

a) Land use history, including names of previous owners and major activities conducted on the property, for a period of at least 50 years; a general characterization of surrounding land uses.

b) Aerial photographs which may reflect prior uses of the real property and which are reasonably obtainable through state or local government agencies, or through utility companies. Review available public agency topographic maps, studies, and information on geology, soils, and surface water in the immediate vicinity of the properties.

c) Determination of the existence of recorded environmental cleanup liens against the real property which have arisen pursuant to Federal, State, and local statutes;

d) A visual site inspection of the proposed sites and facilities and improvements on the real property, and a visual inspection of immediately adjacent properties from the proposed sites, including and investigation of any chemical use, storage, treatment and disposal practices on the property. In addition, the focus of the site visit will be on the

identification of potential sources of adverse environmental impacts such as the presence of underground storage tanks, aboveground storage tanks, stored drums, waste storage piles or impoundments, pipelines, and landfilled materials. Identify specific areas on the subject properties where, based upon the above, testing and/or subsurface investigations may be required. Photograph pertinent conditions observed during site inspection.

e) Federal, State, and local government records of sites or facilities where there has been a release of hazardous substances and which are likely to cause or contribute to a release or threatened release of hazardous substances on the real property, including investigation reports for such sites or facilities; Federal, State, and local government environmental records, obtainable through a Freedom of Information Act request, of activities likely to cause or contribute to a release or threatened release of hazardous substances on the real property, including landfill and other disposal location records, underground storage tank records, hazardous waste handler and generator records and spill reporting records; and such other Federal, State, and local government environmental records which report incidents or activities which are likely to cause or contribute to release or threatened release of hazardous substances on the real property. These data sources include the following regulatory database lists and files and the minimum search distances in miles:

- 1) Comprehensive Environmental Response, Compensation, and Liability Information System (CERCLIS), -.5 mile;
- 2) National Priorities List (NPL), - 1.0 mile;
- 3) Facility Index Listing (FINDS), - subject sites.
- 4) Federal Agency Hazardous Waste Compliance Docket, - 1.0 mile,
- 5) Federal RCRA TSD Facilities List, - 1.0 mile,
- 6) Federal RCRA Generators List, - Subject sites and adjoining properties.

Other documents, if available and applicable, include:

- 1) Washington State Underground Storage Tank File, - Subject sites and adjoining properties,
- 2) Washington Affected Environments and Contaminants Report -.5 mile,
- 3) Washington Hazardous Site List -.5 mile,
- 4) Washington Toxics Cleanup Program Site Register -.5 mile,
- 5) Washington Leaking Underground Storage Tank (LUST) List -.5 mile,
- 6) Washington Landfills/Solid Waste Disposal -.5 mile.

E. The outcome of the Phase I should determine and recommend the necessity for completing a Phase II Environmental Assessment. If a Phase II is recommended for completion, a separate request and contracting document will be initiated.

F. Preparation of Phase II Environmental Assessment

If requested, in writing, by GSA, but presented as a separate study, and under a separate contracting document, the Contractor shall prepare a Phase II Environmental Site Assessment examining the sites under consideration by GSA for the proposed action. The Phase II Assessment will be a continuance of the investigation conducted during the Phase I Environmental Site Assessment. Information reviewed for the Phase II shall include some or all of the following items, as well as other sources of information as the Contractor deems necessary for the successful completion of the study:

- a) Sampling of soil from representative locations throughout the entire site delineated area, or other areas as specified by the scope of work, to determine the existence of any significant contamination from past or present circumstances and activities;

- b) Sampling of suspect building materials for such contaminants as asbestos, lead, radon, and other materials;
- c) Installing groundwater monitoring wells and collecting and analyzing groundwater samples;
- d) Monitoring ambient air quality;
- e) Sampling and identifying potentially hazardous wastes stored on-site;
- f) Options for abatement of any and all contaminated materials on the site in full compliance with existing State and Federal regulations.
- g) Prior to beginning any on-site work, the Contractor shall: obtain permission to enter upon the site from the property owner of record; and, notify all municipal agencies and service utility companies having jurisdiction over the area in which the work is to be performed, in order to protect and all existing sewer, water, gas, electricity, and other utility services and structures. In the performance of this work the Contractor shall provide safe support and necessary protection to adjacent property and structures and maintain safe conditions to protect life, limb, and property.

F. Recommended Outline for Phase I/Phase II Environmental Site Assessment

- 1) In preparing the Phase I/Phase II Environmental Assessment, the Contractor will follow the guidelines as found in this scope at Part G, Guidelines for Phase I and II Environmental Site Assessments. The final format and outline of the document will be determined by the GSA REPO after consulting with the Contractor.
- 2) Phase I/Phase II Environmental Site Assessment
 - a) It is estimated that a maximum of one (1) month is necessary to complete a Phase I Environmental Assessment. If a Phase II is needed, it is anticipated an additional two to three (2-3) months may be required. The actual time for these assessments will vary depending on the complexity of the project and will be determined on a case-by-case basis.
 - b) The Contractor shall promptly inform the REPO of any conditions which may cause a significant delay in the delivery of these assessments.
 - c) The Contractor shall provide the REPO with a written report of the findings. A draft report will be provided to the GSA REPO for review and comment prior to issuance of a final document. The report will contain the following information (where applicable):
 - 1) A history of known or suspected past and current land uses and environmental practices at the property identified during the document review and site investigation. This may include known or suspected activities that create a reasonable suspicion that the property may not be in compliance with current environmental regulations or may pose a threat of environmental contamination.
 - 2) Identification of areas of insufficient information regarding the sites.
 - 3) Identification of areas on the property through visual observation which show a probability of having been contaminated by past or current facility operational practices.
 - 4) List of properties adjacent to the subject property with known potential contaminants (e.g., USTS, hazardous waste generators) and properties within the vicinity where potential or confirmed releases have been documented (e.g., CERCLIS, LUSTS).
 - 5) A description of the geology and soils of the sites.
 - 6) Copies of site maps, photographs, and other pertinent background materials will be included where available and appropriate.
 - 7) Conclusions presented in direct response to this Scope of Work.

8) Recommendations for additional testing, subsurface exploration, or remediation plans as appropriate. Any recommendations will be discussed with the GSA prior to publication. The recommendations will be included in the final report after GSA review.

9) Provide two copies of the draft report and five copies of the final report. The draft reports should be printed on recyclable paper, printed doublesided and placed in a three ring binder. Final copies will be spiral binding on recyclable paper and printed double-sided.

G. GUIDELINES FOR PHASE I/PHASE II ENVIRONMENTAL SITE ASSESSMENTS

1) Background and Regulatory Requirements

The Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), also known as Superfund, was created to provide the authority and a source of funding for cleaning up hazardous substances released into the environment. A basic goal of Congress in writing CERCLA was to make those who are in control of property (owners and operators) contaminated by hazardous substances financially responsible for their clean up. Under CERCLA; you are potentially liable for clean up if you were a past owner/lessor/lessee of property when it was contaminated, are a current owner/lessor/lessee of contaminated property, or if you buy or lease property already contaminated by someone else.

Current property owners who did not cause contamination may still be financially liable for contamination associated with their land because of CERCLA's provisions of strict liability for contamination, and joint and several liability among potentially responsible parties (PRPs).

The Superfund Amendment and Reauthorization Act of 1986 (SARA) amended CERCLA and created an "innocent purchaser" exception to owner responsibility. The current legislative, regulatory, and judicial climate has provided notice to property buyers, developers, and lending institutions of the environmental risks associated with purchasing property. In some cases, the cost of cleaning up a hazardous waste site can far exceed the value of the property. This risk, as well as the "innocent purchaser" defense, has created the need for environmental site assessments.

A Phase I Environmental Site Assessment is a mechanism to identify and analyze the potential environmental risks and liabilities associated with a real estate transaction. It has two basic components: a site inspection, and a historical records search and public agency file review. Results are provided in a report.

A Phase II Environmental Site Assessment is required if the results of the Phase I indicate the possible presence of contaminated substance(s), or the need for additional information. The purpose of the Phase II is to confirm the presence of contamination, determine its type(s), outline the amount of remedial actions required and list any risks to current/future users. They will also identify how much the remediation can cost and how long it may take to complete. Results are provided in a report.

2) Procedures

A thorough inspection of the site is usually conducted first to familiarize the assessor with the physical parameters of the property and the surrounding properties. During this inspection, the assessor inspects the property and adjacent properties at the property line for signs of obvious contamination such as discolored soil, dead vegetation, underground

tank appurtenances, leaking drums or other containers, transformers, and evidence of asbestos or radon gas. The assessor also takes note of all current facility users and any relevant activity that may have impacted the property being assessed. These observations are documented with photographs. If the property is undeveloped, a historical review of agricultural uses of the area is conducted to identify possible pesticide or herbicide use. The site visit can include interviews with current business owners and employees to determine current uses of the property. Surrounding business owners and employees may also be interviewed to determine past uses of the site and surrounding areas.

Historical records are also searched to determine historical ownership and occupancy of the subject property for the past 50 to 100 years. Chain-of-title documents are obtained from a title company and are reviewed for property ownership. Because property owners are not always property occupants, historical maps and city directories are viewed for property occupancy. Historical references include Polk City Directories, Sanborn Fire Insurance Maps, and Metsker and Kroll Atlases.

Available aerial photographs are also reviewed for historical and current property occupants and uses. Aerial photographs are often available for the past 50 to 60 years and property development can be verified by reviewing them.

Public agency files are then reviewed for information on the subject property.

Environmental regulatory agency files are reviewed for documentation of hazardous substance contamination and/or regulation of the subject property. Files and site lists are reviewed at the U.S. Environmental Protection Agency (EPA).

Local city and county agencies such as fire departments, health departments, and public works departments records are also reviewed. These local agency files may contain building and commercial utilities permits (water, sewer, and electrical permits), fire department inspection records/permits for buildings and underground storage tanks and information on zoning, adjacent landfills, and electrical transformers. Interviews with representatives of these local agencies are conducted to expand the information found in file reviews.

Based on the site inspection, interviews, historic records, and public agency file review a report is prepared that summarizes the findings and presents recommendations for field and laboratory work, if required. If contamination is identified or suspected, soil and ground-water samples may be collected and analyzed.

3) Substances Addressed during Assessments

While conducting a Environmental Site Assessment, the assessor should be aware of the most common contaminants for a given site, what they are, where they exist, and what may be involved in responding to their presence. Historical and agency research provides the background information needed for determining contaminants present at a site.

Hazardous substances commonly found include:

- a) Asbestos
- b) Polychlorinated biphenols (PCBs)
- c) Chlorinated Hydrocarbons
- d) Petroleum Products
- e) Pesticides and Herbicides
- f) Heavy Metals
- g) Hydrogenated solvents.