



**UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 10**

1200 Sixth Avenue, Suite 155
Seattle, WA 98101

LAND, CHEMICALS &
REDEVELOPMENT
DIVISION

October 25, 2021

Reply To
Attn: 15-C03

Mike Reed, Economic Development Director
City of Olympia
601 4th Ave E
Olympia, WA 98502
mreid@ci.olympia.wa.us

Re: BF-01J66201 City of Olympia's USEPA Brownfields Hazardous Substances and Petroleum Assessment Cooperative Agreement – Advanced Post Award Monitoring

Dear Mr. Reid:

Thank you so much for taking the time to talk with me On Tuesday, October 12th as part of EPA Region 10's post-award grant monitoring of EPA assistance agreement No. BF-01J66201. These reviews ensure that grant funds are used in accordance with the goals and outcomes of the work plan agreed to by EPA staff and grant recipients. It is our hope that this review assists your efforts to effectively manage the grant and continue to create an open dialogue between EPA and your organization.

The purpose of this cooperative agreement work plan is to provide funding for the City of Olympia to inventory, characterize, assess, and conduct cleanup planning and community involvement related activities for brownfield sites in Olympia, Washington. The City in partnership with the Port of Olympia and the Olympia Metropolitan Parks District are focused on Peninsula and West Bay Brownfields, real properties, where the expansion, development or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.

I have attached the summary report based on our conversation. Based on a review of your work products and our discussion there are no concerns requiring follow-up. In fact, your program has demonstrated success in engaging property owners, broker, architects, and the community at large in addressing brownfield for a variety of reuses. Even during the restrictions from the Covid-19 virus, your team was able to not only continue to meet the projected timelines, but to exceed outlined timelines! I commend you on your efforts in implementing this work. Please feel free to call or email with any questions.

Sincerely,

Susan Morales
Brownfields Project Manager

cc: Melissa Winters, Branch Manager

BF-01J66201 City of Olympia's USEPA Brownfields Assessment Cooperative Agreement
Advanced Post Award Monitoring

Type of Review – desk (remote off-site)
 Participants – Mike Reid (City of Olympia), Susan Morales (EPA)

Program Synopsis	Yes	No	N/A
Is payment history consistent with progress to date?	X		
Is the work under the agreement on schedule?	X		
Is the actual work being performed within the scope of the recipient's work plan?	X		
Are the recipient's staff and facilities appropriate to handle the work under the agreement?	X		
Are the products/progress reports submitted on time?	X		
Are the products/progress reports acceptable?	X		
Is the recipient making adequate progress in achieving outcomes and outputs and associated milestones in the assistance agreement workplan? -applicant has spent over 70% of funding, only a few projects remain	X		
If the recipient is experiencing significant problems meeting agreed-upon outcomes and outputs, has the recipient been required to develop and implement a corrective action plan?			X
Has the recipient complied with the programmatic terms and conditions on the award? -including quality assurance, historic preservation, and reviewing for Davis Bacon wage applicability	X		
Did the recipient purchase equipment/property as planned in the agreement?			X
Has the equipment been used as planned in the agreement?			X
Does this review indicate any need to amend the award?		X	
If this award includes sub-awards, is the recipient complying with the sub-award policy requirements?			X