

# New Jersey Economic Development Authority

## Brownfields Loan Program Environmental Activity Summary

**Please provide the following information as an attachment to the Brownfields Loan Application. Please use this form as the cover sheet for the information provided.**

1. Please attach any completed environmental assessment reports or remediation plans for review. It is the NJEDA's expectation that at least one of these reports will be prepared by a NJ LSRP for any work that is associated with the NJDEP's Site Remediation Program (SRP).

For non-NJDEP SRP work, including demolition, abatement, and/or removal activities, the NJEDA will expect a report prepared by an NJ licensed Professional Engineer, an Asbestos Hazard Emergency Response Act (AHERA) certified professional, NJ certified Lead Inspector, Certified Industrial Hygienist, or other appropriate licensed /certified professional.

Please indicate which report is being provided as part of the application.

- NJDEP Case Inventory Document (if previously completed)
- Phase I Environmental Assessment Report and/or Preliminary Assessment completed by environmental consultant
- Phase II Environmental Site Assessment Report and/or Site Investigation completed by environmental consultant
- Phase III Environmental Site Assessment and/or Remedial Investigation completed by environmental consultant
- Remedial Action Workplan prepared by environmental consultant
- Hazardous Materials Inventory / Survey by environmental consultant
- Other:
  - o If other, please specify: \_\_\_\_\_

2. Please disclose what information specific to the site leads you to believe that environmental contamination needs assessment and/or remediation, including:

- How and when the site became contaminated;
- Whether a prior use of the site is related to the suspected contamination; and
- If the environmental concerns are unknown, or if the land has been vacant/abandoned or underutilized for many years, the basis for the suspected contamination.

3. Briefly describe the investigative and remedial work that have been performed previously at the site, if any.

Identify the environmental concerns related to the property and any known or suspected releases of hazardous substances, pollutants or contaminants, including the chemicals of concern and the extent of contamination, if known.

You may wish to use or refer to the environmental reports submitted in response to Item #1, if the information requested here is included within that report. If that is the case, please clearly indicate where the Authority can find the information within the report.

4. The application section “Site and Project Information” requires a narrative summary description of the remediation and proposed redevelopment project. **Please be prepared to provide this narrative, which should include, but is not limited, to:**

- A description of the contamination that currently exists on the site;
- The proposed investigation, assessment and remedial activities to address the contamination;
- Current use of the site;
- Site acquisition (if applicable);
- Current interest for redevelopment;
- The proposed redevelopment that will take place on the site following its remediation;
- Construction or redevelopment plans; and,
- Proposed future use(s) by the applicant.

**If the applicant has a proposal or supplemental information that provides this detail, you are encouraged to upload this as an attachment at the end of the application and cite within the Application where this information can be found within the attachment.**

5. Provide a map or figure that presents the site in a bird’s eye view and depicts all areas of concern, sample locations (existing and proposed) and remedial actions.

6. Provide detailed and itemized third-party cost estimates that includes all eligible costs associated with this Brownfield Loan. Any remedial cost estimates for site remediation work that is associated with the NJDEP’s SRP program must be signed by a NJ LSRP and any remedial cost estimates for non-NJDEP SRP remedial work, including demolition, asbestos, Lead Based Paint, etc. must be certified by an NJ licensed Professional Engineer, an Asbestos Hazard Emergency Response Act (AHERA) certified professional, NJ certified Lead Inspector, Certified Industrial Hygienist, or other appropriate licensed /certified professional. Include the name, title and company, and certification or license type and certification/license number of the individual who prepared the cost estimate. Provide a detailed and itemized cost estimate that includes all eligible costs associated with this Brownfield Loan. All proposed tasks must be included in the cost estimate. In addition, the NJEDA expects all cost estimates to include a contingency of no less than 15% of the total cost estimate for the established remedial activities.

Within this cost estimate:

- Provide all calculations and assumptions used to determine the estimated volume of contaminated soil, groundwater or other environmental media that will be remediated. If applicable, include a to-scale map identifying all at-grade and subgrade areas that will be actively remediated;
- Show all calculations and assumptions used to determine the estimated volume of clean fill (or, if appropriate alternative fill) material that will be placed at the property for the purposes of this project;
- Show all calculations and assumptions used to determine the estimated demolition and/or abatement activities and procedures for disposal of the debris generated from the property for the purposes of this project. The calculations should include dimensions of site structures that will be demolished, including subgrade areas;
- Provide a description of the building materials (i.e., brick, concrete, sheet metal, asbestos, etc.), and include the amount of material to be recycled and the amount to be removed from the site;
- Show all calculations and assumptions used to determine the estimated volume of waste materials (i.e., hazardous materials, contaminated wood or paint, PCB ballasts and transformers, fluorescent bulbs, etc.) that will be removed from the project property;
- Costs must be itemized and unitized;
- Costs for individual activities must be separated (i.e., show the cost per well or soil borings, staff time and analytical costs); and
- All subcontractor costs over \$25,000 must be supported by a cost estimate provided by a potential subcontractor.
- Please note that **prevailing wage requirements** apply to both the remediation and redevelopment of the project. Cost estimates should account for and reflect prevailing wage requirements. For further information, please visit the following New Jersey Department of Labor webpages:
  - Regarding the latest applicable rates for labor cost estimating:  
<https://www.nj.gov/labor/wagehour/wagerate/CurrentWageRates.html>
  - Wage and Hr. FAQs on Prevailing Wage:  
[https://www.nj.gov/labor/wagehour/content/prevailing\\_wage\\_rate\\_faqs.html](https://www.nj.gov/labor/wagehour/content/prevailing_wage_rate_faqs.html)

7. Provide a table of activities and estimated milestone dates, including, as appropriate, submittal dates of reports to the NJDEP and/or another appropriate governmental agency.