

WORK TASK	START DATE	END DATE
Project Management and Reporting		
Kick off Meeting	3/24/2015	Complete
Enter Data on the ACRES reporting system	3/15/2015	Monthly (if new site assessment data has been collected)
Community Engagement		
Workshop with City Staff	4/30/2015	Complete
Develop and Submit Draft Public Involvement Plan to City	5/1/2015	5/15/2015
Submit Final Public Involvement Plan to EPA for approval		5/29/2015
EPA Approval of Public Involvement Plan		TBD
Community Engagement Team Meeting #1 (introduce topic)		Week of 8/6/15
Community Engagement Team Meeting #2 (work on prioritization criteria)		Week of 8/10/15
Public Meeting #1		Week of 10/5/15
Public Meeting #2 (property owner meeting)		Week of 10/26/15
Gather Site Inventory Information	5/1/2015	
Develop evaluation criteria for site selection and prioritization	5/1/2015	
Site Inventory		
Planning Meeting	5/4/2015	Complete
Generate preliminary list of Eligible Properties [Order EDR, confirm approximate number of potential sites, finalize list of attributes to include]	5/5/2015	5/22/2015
Compile inventory (GIS-based eligible list of properties) - Submit to City	5/23/2015	7/31/2015
Complete Inventory Ranking		9/25/2015
Site Characterization and Cleanup Planning		
Prepare and submit Draft Project-Wide Quality Assurance Project Plan (QAPP)	4/15/2015	5/29/2015
Submit final project-wide QAPP		6/30/2015
Begin reaching out to property owners to complete Phase I ESAs, Phase II ESAs, NHPA documentation, project plans (Health and Safety, Sampling and Analysis), and remedial planning. [Opportunistic Phase 1 ESAs, Phase II ESAs, and remedial planning may be completed prior to this date if the City chooses to fast-track a property and not wait for the completion of the inventory].	Project Specific	TBD

Notes:

ACRES = Assessment, Cleanup and Redevelopment Exchange System

EPA = United States Environmental Protection Agency

ESAs = Environmental Site Assessment

GIS = Geographic Information Systems

NHPA = National Historic Preservation Act

TBD = To be determined