

INTER OFFICE MEMORANDUM

**TO:** Marc D. Dashield, City Administrator

**FROM:** William ~~Wickert~~ <sup>Wickert</sup>, Planning Director & Zoning Officer- Division of Planning

**DATE:** September 21, 2007

**RE:** **RESOLUTION AUTHORIZING A ONE YEAR EXTENSION OF THE PROFESSIONAL SERVICES CONTRACT (R 316-06) TO HENRY MAYER OF THE NATIONAL CENTER FOR NEIGHBORHOOD AND BROWNFIELDS REDEVELOPMENT, RUTGERS THE STATE UNIVERSITY AS THE CONSULTANT TO THE CITY OF PLAINFIELD DEPARTMENT OF PUBLIC WORKS AND URBAN DEVELOPMENT FOR THE COMMUNITY OUTREACH PORTION OF THE US ENVIRONMENTAL PROTECTION AGENCY BROWNFIELDS PETROLEUM ASSESSMENT GRANT**

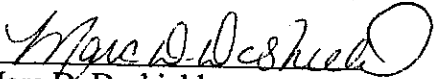
Attached please find a resolution authorizing the extension of the agreement for professional services with Mr. Henry Mayer of the National Center for Neighborhood and Brownfields Redevelopment, Rutgers the State University, to serve as the professional consultant to the City of Plainfield Department of Public Works and Urban Development for the community outreach portion of the US Environmental Protection Agency Brownfields Petroleum Assessment Grant.


It is the request of this office to have this item heard at the October 15, 2007 City Council Agenda Fixing Session and adopted at the October 17, 2007 City Council Regular Meeting.

Thank you for your time and cooperation regarding this matter. Please do not hesitate to contact me at extension 3664 with any comments or revisions.

Approved for placement on  
City Council Agenda

I have reviewed the accompanying  
resolution and attest to its accuracy and viability

  
Marc D. Dashield  
City Administrator

  
Jennifer Wenson Maier  
Director of Public Works & Urban Development

**RESOLUTION AUTHORIZING THE APPLICATION AND ACCEPTANCE OF UNITED STATES ENVIRONMENTAL PROTECTION AGENCY (EPA) GRANT IN THE AMOUNT OF \$200,000 FOR SITE REMEDIATION FUNDS FOR A CITY OWNED PROPERTY KNOWN AS 208-222 LEE PLACE; BLOCK 120, LOT 3.01**

**WHEREAS**, the City has a known brownfield site located at 208-222 Lee Place; Block 120, Lot 3.01 (former dry cleaning business); and

**WHEREAS**, the City is currently in the process of advertising a Request for Proposal for a Remedial Investigation Report and Remedial Action Workplan (RI/RAW) for this site that will outline the source, limits and projected costs to remediate the contamination; and

**WHEREAS**, the City expects that the RI/RAW will be completed in the early part of 2008 and desires that remediation of the site begin shortly thereafter enabling the site to be sold and reinstated on the tax roles as a cleared, cleaned, buildable residential lot; and

**WHEREAS**, the City desires to apply and accept funds from the EPA for site remediation/clean-up of 208-211 Lee Place in order to redevelop the site into housing; and

**WHEREAS**, the City is required to provide a 20% match or \$40,000.00 toward the EPA grant; and

**WHEREAS**, the City will retain the professional environmental planning services of Brownfield Redevelopment Solutions, Inc (BRS) to prepare the EPA grant application at the cost of \$6,000.00; and

**WHEREAS**, the City upon a successful grant award and subsequent site remediation would pass the costs of both the grant writing and grant match onto the developer of 208-222 Lee Place in the amount of \$46,000.00 with an outcome of no cost to the City; and

**WHEREAS**, the administrative costs for BRS to oversee the remediation/clean-up will be paid out of the EPA grant; and

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor or City Administrator is hereby authorized to:

1. Make and file the application for the subject EPA grant.
2. Provide additional application information and furnish such documents as may be required.
3. Act as the authorized correspondent of the above named applicant.

Adopted by Plainfield City Council

October 17, 2007

Approved As To Form

Laddie Wyatt, City Clerk

  
Daniel A. Williamson,  
Corporation Counsel

**INTER OFFICE MEMORANDUM**

**TO:** Marc D. Dashield, City Administrator

**FROM:** William N. [redacted], Planning Director & Zoning Officer- Division of Planning

**DATE:** September 21, 2007

**RE:** **RESOLUTION AUTHORIZING A ONE YEAR EXTENSION OF THE PROFESSIONAL SERVICES CONTRACT (R 317-06) TO HENRY MAYER OF THE NATIONAL CENTER FOR NEIGHBORHOOD AND BROWNFIELDS REDEVELOPMENT, RUTGERS THE STATE UNIVERSITY AS THE CONSULTANT TO THE CITY OF PLAINFIELD DEPARTMENT OF PUBLIC WORKS AND URBAN DEVELOPMENT FOR THE COMMUNITY OUTREACH PORTION OF THE US ENVIRONMENTAL PROTECTION AGENCY BROWNFIELDS HAZARDOUS ASSESSMENT GRANT**

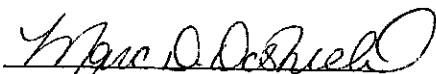
Attached please find a resolution authorizing the extension of the agreement for professional services with Mr. Henry Mayer of the National Center for Neighborhood and Brownfields Redevelopment, Rutgers the State University, to serve as the professional consultant to the City of Plainfield Department of Public Works and Urban Development for the community outreach portion of the US Environmental Protection Agency Brownfields Hazardous Assessment Grant.

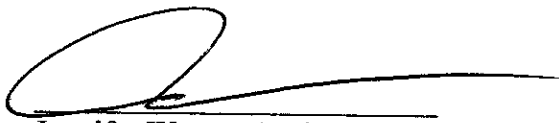
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Marc D. Dashield  
City Administrator

  
Jennifer Wenson Maier  
Director of Public Works & Urban Development

**RESOLUTION AUTHORIZING A ONE YEAR EXTENSION OF THE  
PROFESSIONAL SERVICES CONTRACT (R 317-06) TO HENRY MAYER OF THE  
NATIONAL CENTER FOR NEIGHBORHOOD AND BROWNFIELDS  
REDEVELOPMENT, RUTGERS THE STATE UNIVERSITY AS THE  
CONSULTANT TO THE CITY OF PLAINFIELD DEPARTMENT OF PUBLIC  
WORKS AND URBAN DEVELOPMENT FOR THE COMMUNITY OUTREACH  
PORTION OF THE US ENVIRONMENTAL PROTECTION AGENCY  
BROWNFIELDS HAZARDOUS ASSESSMENT GRANT**

**WHEREAS**, the City of Plainfield has retained the services of the National Center for Neighborhood & Brownfields Redevelopment, Rutgers The State University with Mr. Henry Mayer Ph.D. as representative to serve as the community outreach Consultant to the City of Plainfield, Department of Public Works and Urban Development; and

**WHEREAS**, Mr. Henry Mayer has extensive knowledge and experience in the field of community outreach in brownfield economic development revitalization efforts including complex environmental, infrastructure, and capital financing issues associated with the redevelopment of many of the country's older and former industrialized cities; and

**WHEREAS**, the services to be performed consist of professional services within the definition of the Local Public Contracts Law of the State of New Jersey, and as professional services are within the exceptions provided for in said Local Public Contracts Law of the State of New Jersey; and

**WHEREAS**, the extension of the existing contract will enable the City to continue the community involvement process in the progress of the remediation of brownfield sites;

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Plainfield, New Jersey as follows:

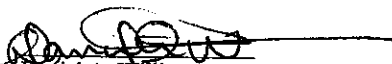
1. The Mayor and the City Clerk are hereby authorized to execute a professional services agreement with Rutgers, The State University, National Center for Neighborhood and Brownfields Redevelopment, Edward J. Bloustein School of Planning and Public Policy, 33 Livingston Avenue New Brunswick, New Jersey 08901 effective as of October 1, 2007, for a period of one (1) year, pursuant to which Rutgers University shall provide professional services to the City of Plainfield in connection with community outreach services to the Department of Public Works and Urban Development as set forth in the agreement attached hereto.
2. This contract is awarded without competitive bidding as a "professional service" in accordance with N.J.S.A. 40A: 11-5(1)(a)(i) of the Local Public Contracts Law because the contract is for service performed by a person(s) authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a specialized field of learning.
3. A notice of this action shall be published in the official newspaper authorized to publish legal notice for the City as required by law.
4. A copy of this resolution and the executed agreement shall be filed in the Office of the City Clerk.

Adopted by City Council

October 17, 2007

Approved as to Form:

\_\_\_\_\_  
Laddie Wyatt, City Clerk

  
Daniel A. Williamson,  
Corporation Counsel

## Interoffice Memo

**To:** Marc Dashfield, City Administrator  
**From:** Bill Nersisetti, Planning Director  
**Date:** September 26, 2007  
**Re:** Resolutions – EPA/Henry Mayer – October 15/17 City Council Meeting

Please accept this memo as a formal request to place the above resolutions on the October 15 and 17 City Council meetings. I am placing this request after discussing this matter with Director Jennifer Wenson Maier and Corporation Counsel Daniel Williamson. I believe that the Planning Division did satisfy all deadline requirements for placement on that schedule and I appreciate your reconsideration of this request.

On Wednesday, September 19, BRS personnel, Henry Mayer, April Stefel, Jennifer, April and I attended a brownfield meeting in City Hall. During the meeting, Jennifer directed April Stefel to prepare a draft resolution submitting an EPA application for a \$200,000 grant for remediation/cleanup. April hand delivered this draft to Jennifer around 3:00PM that same day. She reviewed the draft, and advised April that it looked good. April advised her at that time that she would also be forwarding the draft to BRS. Jennifer advised April that she would not be in the office on Thursday, September 20; April advised that she would also be out that day at Langan Engineering for the Green Brook Walkway. April advised Jennifer that she would return from the Langan meeting and have the reviewed resolution for her by the end of Thursday. April proceeded to stay until 7:00 PM completing the resolution. She left the EPA resolution in Jenny's mailbox in our office. April also completed two other resolutions extending the professional services contracts with Henry Mayer of Rutgers for the Brownfields Redevelopment and left these in the same box.

Dan Williamson walked into the Planning Office after 2:00PM on Thursday, September 20 asking if we had any resolutions for the cabinet meeting. We advised him that there would be resolutions for Jenny to bring to the Cabinet meeting Friday morning. Dan said OK.

As Jenny was not in her office early Friday morning, I walked to the 10:00 AM Cabinet meeting in the Mayor's ante room to hand deliver all of the above resolutions to Jenny. Marilyn from the City Administrator's office was walking into the meeting and I asked her if she could give the resolutions to you. She did. Later on Elaine Todd handed me the resolutions and told me that Jenny told her that the resolutions could not go on the City Council agenda as 'they were submitted past the deadline'.

The EPA resolution could result in the City obtaining \$200,000 in grants to advance clean up of contaminated sites in Plainfield. The Division does not want to see these funds lost. The Division is of the opinion that as the resolutions were delivered to our

Director before the 10:00 AM September 21 cabinet meeting deadline for placement on the October 15 and 17 meetings, we did comply with your deadline requests. (See attached chart) As the deadline for submitting items to the City Clerk's office for the October 15/17 meetings is October 9, there is still time to physically advance these items. I therefore respectfully ask that you reconsider your denial of the placement of these resolutions on the City Council October 15/17 meetings. The resolutions are attached.

We look forward to discussing this matter with you.

Cc: Jennifer Wenson Maier, Director of Public Works  
Dan Williamson, Corporation Counsel

Ltr to City admin EPA res - 9-26-07

# MARSH

# CERTIFICATE OF INSURANCE

CERTIFICATE NUMBER  
CLE-001453488-06

**PRODUCER**  
Marsh USA Inc.  
TWO LOGAN SQUARE  
PHILADELPHIA, PA 19103-2797  
Attn: PHILADELPHIA.CERTS@MARSH.COM

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER OTHER THAN THOSE PROVIDED IN THE POLICY. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES DESCRIBED HEREIN.

### COMPANIES AFFORDING COVERAGE

U09524-RUTGE-GAUP-07-08

COMPANY  
**A** PINNACLE CONSORTIUM OF HIGHER EDUC.

**INSURED**  
RUTGERS, THE STATE UNIVERSITY  
ATTN: MR. JAMES A. BREEDING  
ADMINISTRATIVE SERVICES BLDG III  
3 RUTGERS PLAZA  
NEW BRUNSWICK, NJ 08901-8559

COMPANY  
**B** DISCOVER PROP & CAS INS CO

COMPANY  
**C** N/A

COMPANY  
**D**

**COVERAGES** This certificate supersedes and replaces any previously issued certificate for the policy period noted below. **2**

THIS IS TO CERTIFY THAT POLICIES OF INSURANCE DESCRIBED HEREIN HAVE BEEN ISSUED TO THE INSURED NAMED HEREIN FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THE CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, CONDITIONS AND EXCLUSIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	<b>GENERAL LIABILITY</b>	PCHE2007-12	07/01/07	07/01/08	GENERAL AGGREGATE \$ 5,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				PERSONAL & ADV INJURY \$ 2,000,000
	OWNER'S & CONTRACTOR'S PROT				EACH OCCURRENCE \$ 2,000,000
					FIRE DAMAGE (Any one fire) \$ 2,000,000
					MED EXP (Any one person) \$ 2,500
B	<b>AUTOMOBILE LIABILITY</b>	DO84A00072	07/01/07	07/01/08	COMBINED SINGLE LIMIT \$ 2,000,000
	<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE \$
	<input type="checkbox"/> HIRED AUTOS				
	<input type="checkbox"/> NON-OWNED AUTOS				
	<input checked="" type="checkbox"/> SELF INSURED FOR PHYSICAL DAMAGE				
	<b>GARAGE LIABILITY</b>				AUTO ONLY - EA ACCIDENT \$
	<input type="checkbox"/> ANY AUTO				OTHER THAN AUTO ONLY: \$
					EACH ACCIDENT \$
					AGGREGATE \$
	<b>EXCESS LIABILITY</b>				EACH OCCURRENCE \$
	<input type="checkbox"/> UMBRELLA FORM				AGGREGATE \$
	<input type="checkbox"/> OTHER THAN UMBRELLA FORM				\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>				WC STATUTORY LIMITS OTH-ER \$
	THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE: <input type="checkbox"/> INCL <input type="checkbox"/> EXCL				EL EACH ACCIDENT \$
					EL DISEASE-POLICY LIMIT \$
					EL DISEASE-EACH EMPLOYEE \$
A	<b>PROFESSIONAL LIABILITY</b>	PCHE2007-12	07/01/07	07/01/08	EACH CLAIM 2,000,000 AGGREGATE 2,000,000

**DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS**

RE: BSPPP, CENTER FOR NEIGHBORHOOD & BROWNFIELDS REDEVELOPMENT, CITY OF PLAINFIELD CONTRACT, PUBLIC OUTREACH, COMMUNITY ADVISORY COMMITTEE. CITY OF PLAINFIELD IS INCLUDED AS ADDITIONAL INSURED. THE ABOVE COVERAGE INCLUDES PROFESSION LIABILITY.

**CERTIFICATE HOLDER**

CITY OF PLAINFIELD  
ATTN: APRIL STEFEL, CLA  
DIVISION OF PLANNING  
515 WATCHUNG AVENUE  
PLAINFIELD, NJ 07061

**CANCELLATION**

SHOULD ANY OF THE POLICIES DESCRIBED HEREIN BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE INSURER AFFORDING COVERAGE WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED HEREIN, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER AFFORDING COVERAGE, ITS AGENTS OR REPRESENTATIVES, OR THE ISSUER OF THIS CERTIFICATE.

MARSH USA INC.

By: Mary Radaszewski

*Mary Radaszewski*

MM1(3/02)

VALID AS OF: 06/27/07



**BRS**  
**Brownfield**  
Redevelopment  
Solutions, Inc.

njbrownfield.co

20 September 2007

Ms. Jennifer Wenson Maier  
Director, D.P.W and U.D  
City of Plainfield  
City Hall  
515 Watchung Avenue  
Plainfield, NJ 07060

**RE: Proposal to Develop EPA Brownfields Clean Up Grant Application**

Dear Ms. Maier:

Brownfield Environmental Solutions, Inc. (BRS) is pleased to submit the enclosed proposal to develop a US Environmental Protection Agency (EPA) Brownfields Hazardous Substance Clean Up grant application for the City of Plainfield.

**Our Project Approach**

Receipt of a EPA Clean Up grant can have a crucial impact on a local government's brownfield program in many different ways, often providing the seed money to begin a brownfield program, or funding necessary to sustain an existing program. At BRS, we believe that an emphasis on pre-application planning is critical, resulting in:

- A superior and, thus more likely, successful grant application;
- A better position to identify and leverage additional project resources;
- The ability to quickly commence a project once funds are allocated; and
- An overall successful project.

**Our Credentials and Experience**

BRS is uniquely qualified to provide the services necessary to prepare the EPA Clean Up grant applications and to fulfill the associated pre-application requirements. Michele L. Christina, a principal of the firm, possesses over 10 years of environmental consulting experience and over five years of municipal brownfield program experience. Leah B. Yasenchak, the other principal of the firm, is a specialist with brownfield policy having spent over 11 years with the EPA, the last four of which were serving as a municipal brownfield manager under a federal loaned executive program.

Our forte lies not only with preparation of successful brownfield grant applications, but also with brownfield-related grant management and implementation. BRS has a nearly **100% award rate** for eligible brownfield grant applications submitted to EPA. During the 2005 grant round, BRS penned the only successful cleanup grant applications awarded in all of Region 2, and



**BRS**

**Brownfield**

Redevelopment

Solutions, Inc.

20 September 2007

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EPA Clean Up Grant Application  
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garnered 50% of the total Assessment and Clean Up grants funds awarded in the State of New Jersey. In 2006 BRS obtained \$1.2 million in EPA grant funds for our clients. In the past seven years, BRS personnel have prepared applications resulting in nearly \$7 million in EPA Assessment, Clean-up, and Revolving Loan Fund awards for our clients.

### **Familiarity**

BRS is extremely familiar with EPA brownfield initiatives and programs. We have partnered with EPA for a multitude of brownfield redevelopment endeavors using various programs including the EPA Assessment pilot initiative, the assessment and clean up grant programs, the Brownfields Cleanup and Revolving Loan Fund program and the USTfields program. We have developed an expertise in regional and area wide brownfield redevelopment approaches. BRS has a well-deserved reputation among the regulatory community for finding creative solutions for the multitude of community, regulatory and funding issues that often plague public sector brownfield programs. No other environmental consulting firm focuses exclusively on public sector brownfield redevelopment needs.

### **Our Scope of Work**

BRS has prepared a scope of work based on our understanding of the needs of Plainfield for the preparation of a grant application for EPA Brownfields Hazardous Substance Clean Up Grant for the Lee Place site. We have designed our scope of work to fulfill Plainfield's objective of submitting successful grant applications to the EPA by the October 12, 2007 deadline.

This section presents a discussion of the following tasks for the grant submissions: Planning Meeting, Community Notification, Grant Preparation, and Ancillary Support.

#### *Planning Meeting*

In order to expedite completion of the grant application so as to adhere to the grant submission timetable, BRS proposes to combine the project kick-off meeting and the grant planning session into one single meeting, if necessary. This meeting can be scheduled to occur within a week of receipt of notice to proceed. During this meeting, BRS will assist Plainfield with synthesis of the best possible strategy to meet the grants' threshold criteria and to achieve the maximum score for the ranking criteria. The success of the applications lie with developing an implementation strategy for the grant funds that not only involves public participation but also provides for a strong planning component that will provide a course of action for brownfield clean up and redevelopment. Topics discussed during this meeting included: grant objectives, community notification process, grant budget, site eligibility, community involvement, and identification of information and data needed. This planning meeting will result in a draft



**BRS**

**Brownfield**

Redevelopment

Partners, Inc.

20 September 2007

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EPA Clean Up Grant Application

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budget and strategy which will be followed in the grant write-up. Because of BRS's familiarity with the site and with Plainfield's brownfield program, this step may be able to be expedited.

#### *Community Notification*

BRS will, in concert with Plainfield, develop a strategy for community notification. This may include newspaper announcements, public meetings, solicitation of support letters, and posting on web sites. Plainfield will be responsible for implementing this strategy, with the assistance of BRS.

#### *Grant Preparation*

BRS will prepare the Clean Up grant application following EPA's applicable guidance documents. BRS's preparation efforts will be based upon the strategy outlined during the planning meeting and upon information and data provided by Plainfield. BRS will be responsible for the preparation of the grant application including the following:

- Preparing the grant cover letter and applicant information;
- Documenting that the threshold criteria have been fulfilled and properly documented, including the receipt of the letter from the state environmental authority;
- Preparing the text of the ranking criteria; and
- Preparing any requisite attachments.

BRS will provide a draft submission for review and comment to Plainfield. Upon receipt of your comments, BRS will incorporate the comments and finalize the document. BRS will work with Plainfield so that the comments can be received and incorporated prior to the deadline in order to ensure issue of the application by the deadline. BRS will issue the final application electronically and in hard copy to Plainfield for distribution. If desired by Plainfield, BRS can issue the final document directly to EPA.

#### *Ancillary Support*

BRS will remain available to Plainfield for technical assistance and support throughout the entire grant application process. BRS will be available to provide responses to any requests for additional information, clarifications and attendance at proposal review meetings.

In the event of the grant award, BRS can also provide technical assistance for completion of the subsequent cooperative agreement and/or grant management and implementation. Cost estimates for this additional support can be provided upon request.



**BRS**

**Brownfield  
Redevelopment  
Solutions, Inc.**  
20 September 2007

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EPA Clean Up Grant Application  
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### **SCHEDULE**

In order to maintain the project schedule, an official notice to proceed must be received by Monday, September 24, 2007. A draft application will be provided by Friday, October 5<sup>th</sup>. Comments must be received no later than Wednesday, October 10<sup>th</sup>, and the final application will be provided to Plainfield on Thursday, October 11<sup>th</sup> to allow for overnight transmittal of the document.

### **COST ESTIMATE**

The cost estimate for the tasks outlined in this proposal is attached.

If this proposal is acceptable, please sign below and return one copy. If you have any questions, please do not hesitate to contact me at 732-859-0831.

Sincerely,

Leah Yasenchak  
Brownfield Redevelopment Solutions, Inc.

Cc: April Stefel, Plainfield  
Michele Christina, BRS



**BRS**

**Brownfield  
Redevelopment  
Solutions, Inc.**  
20 September 2007

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EPA Clean Up Grant Application  
Page 5 of 6

**AUTHORIZATION:**

**Proposal to develop EPA Brownfields Hazardous Substance Clean Up  
grant application for Plainfield, New Jersey**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Affiliation: \_\_\_\_\_



**Brownfield Redevelopment Solutions, Inc.**  
**Project Cost for Preparation of EPA Hazardous Substance Clean**  
**Up Grant Application**  
**For**  
**Plainfield, New Jersey**

**Preparation of EPA Hazardous Substance**  
**Clean Up Grant Application** **\$ 6,000.00 Lump Sum**

Conditions and Assumptions:

- Proposal is contingent upon provision of notice to proceed by September 24, 2007.
- The Client will supply all available information and data needed for the application.
- The Client will fulfill all public notice and Community Notification requirements, with the assistance of BRS.
- Cost estimate does not include the price of preparing any maps or other graphics that may be included in the application.
- Cost estimate is valid for a 90 day period.
- This Agreement may be modified with the mutual consent of all parties. All modifications must be made in writing and must be signed by authorized representatives of the Client and BRS.
- The obligation to provide services under this Agreement may be terminated by either party upon five days written notice. In the event of termination, BRS will be paid for all services rendered and reimbursable expenses incurred to the date of the termination.
- BRS shall be entitled to use, for promotional purposes, the Client's name, a general description of the services performed, and a general description of the project, unless requested by the Client not to do so.
- BRS will generate a project invoice upon completion or termination of the project. Payment is due upon receipt of invoice. Invoices past due for 45 days or more may be subject to a 5% finance charge.