



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department
Committee, Agency, Corporation, Quasi-Municipal
Corporation or Sub-unit thereof.

Meeting:

Community Development Authority Board

Members:

R. Wilson, S. Napgezek, R. Wagner, D. Welles
A. Witt, G. Gisselman, D. Korzilius

Location:

550 East Thomas Street, Wausau, WI

Date/Time:

12:00 pm Tuesday, February 17, 2015

AGENDA ITEMS FOR CONSIDERATION (Note: All agenda items may be acted upon)

1. Call Meeting to Order
2. Approval of Minutes
3. 303-305 S. Second Avenue - Status Update
4. Consideration and Action on Resolution 15-001 Section Eight Management Assessment Program (SEMAP) Submission to the US Department of Housing & Urban Development (HUD) for Fiscal Year Ending 12/31/14
5. Consideration and Action on Resolution 15-002 - Capital Fund Program Assistance for Fiscal Year 2015 - Capital Fund Grant #WI39P03150115
6. Riverview Towers LLC Compliance Agent Contract Update
7. Operational Issues and Current Activities
 - Occupancy Overview
 - RVT LLC Audit Update
 - WAHA Annual Conference
8. Adjourn

Russell W. Wilson
Committee Chairperson

Questions regarding this agenda may be directed to the
Community Development Authority Office
at 715-261-6687

This Notice was posted at City Hall and faxed to the Wausau Daily Herald newsroom
on 2/10/2015 @ 12:00 pm

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids & services. For information or to request this service, contact the City Clerk, at 407 Grant Street, Wausau WI 54403 or Ph# (715) 261-6620.

COMMUNITY DEVELOPMENT AUTHORITY
MINUTES

01/27/15

MEMBERS PRESENT: Russ Wilson, Sarah Napgezek, Andy Witt, David Welles, Romey Wagner, Dorothy Korzilius

MEMBERS ABSENT: Gary Gisselman

OTHERS PRESENT: Ann Werth, Betty Noel, Juli Birkenmeier, Tammy Stratz, Kevin Fabel

(1) Call Meeting to Order

Meeting was called to order at 12:01 pm in the WCDA Boardroom at 550 E Thomas Street, Wausau, Wisconsin.

(2) Approval of Minutes

Welles moved to approve the minutes from 12/16/14. Witt seconded the motion. Motion approved unanimously.

(3) 303-305 S. 2nd Avenue – Status Update and Possible Action on Scope of Services Amendment #5 Covered Under the WDNR Approved Change Order #9

Fabel reviewed the current status of the project and gave an update on what can be anticipated over the next month. He said the readings of the sub slab, lab services, and additional documents had been submitted to the DNR for review. Fabel indicated next month's focus will be the site investigation for the South Second Avenue street project and said that change order #9 outlining anticipated expenses for the site investigation has been submitted to the DNR for review. Following their review, he said the DNR is requiring revisions on Change Order #9 before an approval would be given on Amendment #5. Therefore, a meeting has been scheduled for Friday, January 30th, to discuss the needed revisions to ensure continuation of the project. Fabel sought conditional board approval of amendment #5 based on the DNR's required revisions.

Wilson stated that the January 30, meeting was requested Lisa Gutknecht, DNR, adding that she has been very proactive with the project and said this meeting would be relevant in ensuring that the WCDA stays on track. Fabel clarified that the purpose of the meeting would be to gain DNR approval on a local level before it goes to Madison for their approval.

Wagner sought clarification on the South Second Avenue street reconstruction and how the WCDA's project would affect it. Fabel explained that the cleanup of any contaminated soil resulting from the site investigation would be the responsibility of the WCDA but would in no way hold up the street reconstruction project.

Werth questioned how long the CDA will be held responsible for the contaminated site. Fabel stated that after the completion of the project the DNR will issue a closure letter. That being said, if contamination is found at a later date the WCDA will still be responsible for the clean-up.

Welles made a motion to approve amendment #5 with the revisions requested by the DNR. Napgezok seconded. Motion approved unanimously.

(4) Discussion and Possible Action Regarding the Transfer of Wausau Community Development Authority-owned Property to the City of Wausau – Located to the West of Dudley Tower and East of the Wisconsin River

Werth reviewed a land map outlining a narrow parcel of CDA-owned property located west of the Dudley Tower and east of the Wisconsin River and sought board approval to transfer the parcel to the City of Wausau. She gave a brief review of how the WCDA originally acquired the property and stated that the transfer would enable the City of Wausau to make needed capital improvements. Welles made a motion to approve the transfer of the property to the City of Wausau. Witt seconded. Motion approved unanimously.

(5) Operational Issues and Current Activities

- **Occupancy Update** – Noel stated that Riverview Towers, Riverview Terrace, and Scattered Sites are averaging 98% occupancy. She said the WCDA is currently offering a gift card incentive to help build the Riverview Terrace wait list and fill any current vacancies.
- **RVT LLC Compliance Update** – Werth reiterated that our compliance contract with Gorman expires on February 28, 2015. She complimented Juli Birkenmeier on her successful completion of a Nan McKay Blended Occupancy course and reported that Birkenmeier is also enrolled in an upcoming Tax Credit Specialist course. Werth said that although this training is crucial, our Management Agreement states that we must contract with a qualified manager or agent to ensure continued compliance. Noel explained that we are currently waiting for a response from NEF relative to whether or not a third party compliance agent is required and, if required, who they recommend we use.
- **1015 South 17th Avenue Update** – Stratz distributed and reviewed a Staff Report on the Thunder Lube project completed in 2014 and the term and payment schedule of the \$25,000 loan/grant agreement with the WCDA. She said Thunder Lube is currently making interest-only payments (at 1.5 %) for the first three years. She stated that once three years of interest payments have been received, \$10,000 of the loan will be forgiven and regular monthly payments will begin effective August 15, 2016 and continue for seven years at which time, the loan will be paid in full. Werth furthered that the business is doing very well at its new location.

(6) Adjourn

Welles moved to adjourn, Napgezok seconded. Meeting adjourned.

Respectfully Submitted,

Russ Wilson
Chairperson



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February 2, 2015

Lisa Gutknecht
Wisconsin Department of Natural Resources
Remediation and Redevelopment Program
5301 Rib Mountain Drive
Wausau, WI 54401

**Subject: Change Order No. 9 for Environmental Services (Revised)
Site Investigation and Interim Action
Former Kraft Cleaners
303-305 South 2nd Avenue, Wausau, Wisconsin
WDNR BRRTS No. 02-37-000294
AECOM Project No. 60299959**

Dear Ms. Gutknecht:

AECOM is submitting this Change Order for additional Site Investigation (SI) and Interim Action services associated with the Former Kraft Cleaners site. The additional SI includes both subsurface and vapor intrusion (VI) investigations. The Interim Action services are associated with subcontract electrician services and materials needed during the planned expansion of the soil vapor extraction (SVE) system at the site. Consulting costs for tasks completed prior to January 14, 2015, covered by this Change Order are based on old hourly labor rates approved by Wisconsin Department of Natural Resources (WDNR) on January 8, 2013. Consulting costs for tasks completed after January 14, 2015, covered by this Change Order are based on new hourly labor rates approved by the WDNR on January 14, 2015.

The proposed additional Scope of Services was developed from the following:

- Laboratory analytical results for previous soil borings sampled on the site through November 2013.
- VI investigation results for sub-slab and indoor air samples collected from commercial and residential buildings on properties surrounding the source area and on South First Avenue through July 2014.
- A review of the City of Wausau's plan and profile sheets for the pending reconstruction of South Second Avenue adjacent to the Former Kraft Cleaners site.
- A review of televising reports for sanitary and storm sewers located in the immediate site vicinity provided by Allen Wesolowski of the City of Wausau Engineering Department. According to Mr. Wesolowski, the sanitary sewer appeared to be in good condition; however, the storm sewer report showed apparent deterioration (i.e., cracks) beneath South Second Street at two locations near the Former Kraft Cleaners site.
- Project review meetings held in the Wausau Community Development Authority's (WCDA's) Wausau office on September 22, 2014; and November 18, 2014; with staff from AECOM, the WDNR, WCDA, and City of Wausau.
- A brief project review meeting held with you and AECOM staff in Stevens Point on January 7, 2015.
- A project review meeting with staff from AECOM, the WDNR, WCDA, and City of Wausau held at the WDNR's office in Wausau on January 30, 2015.

- Various email correspondence and/or telephone calls with you and the WCDA in recent weeks.

Scope of Services

Additions to the SI and Interim Action Scope of Services include the following:

1. Subsurface Investigation

a. Pre-Field Activities (Completed Tasks)

- 1) Contacted Allen Wesolowski of the City of Wausau's Engineering Department to do the following:
 - Request and review a copy of the City's plan set for the pending South 2nd Street construction to select potential off-site soil borings next to sanitary and storm sewers passing near the Former Kraft Cleaners site.
 - Request the City's Department of Public Works make televising inspections of sanitary and storm sewer conditions near the Former Kraft Cleaners site.
- 2) Performed a review of utility televising reports and Mr. Wesolowski's interpretation of results for the sanitary and storm sewer inspections to determine where off-site soil borings are needed to investigate potential contaminant leakage.
- 3) Developed a soil boring plan from a review of previous SI results, pending South 2nd Avenue construction plans and sewer televising reports.

Note 1: Documentation for the initiation of Completed Tasks a. 1), 2) and 3) is enclosed.

- 4) Attended a project review meeting with the WCDA and WDNR at the WCDA's office in Wausau on September 22, 2014, to discuss current site conditions and develop additional tasks for the site investigation.
- 5) Attended a project review meeting with AECOM and WDNR staff held at AECOM's Stevens Point office on Wed, January 7, 2015, to discuss various aspects of the planned site investigation, the ongoing interim action SVE remediation, and field work timing.
- 6) Attended a project review meeting with the WCDA and WDNR at the WDNR's office in Wausau on January 30, 2015, to discuss various DERF rules pertaining to charges included on reimbursement claims, the need for timely field orders and documentation when project changes occur or are foreseen, aspects of the planned site investigation (subsurface and VI), and modifications to the scope of services covered by this Change Order.

Note 2: AECOM received verbal approvals from the WDNR at various times for the completed tasks included with this Change Order. Available documentation associated with the completed tasks is enclosed.

b. Pre-Field Activities (Not Yet Completed)

- 1) Attend one future project review meeting with the WCDA and WDNR in Wausau on a date to be determined.

- 2) Retain a subcontractor to advance soil borings (direct-push method); locate and clear underground utilities in the work area; provide traffic control for off-site borings, as necessary; and transport and dispose of non-hazardous, investigation derived waste (IDW).

Note 3: Underground utility locating includes calling Diggers Hotline, calling a private utility locating service for private properties, and hand clearing drilling locations to a depth of 5 feet, if feasible.

- 3) Retain a Wisconsin licensed laboratory to analyze soil and groundwater samples collected from the site.
- 4) Contact the Department of Public Works to coordinate the locations and work schedule for off-site soil borings located within the South Second Avenue ROW.
- 5) Contact the Lincoln County Landfill to obtain a waste profile approval for the off-site disposal of non-hazardous IDW.

c. Field Investigation and Analysis

- 1) Advance 6 soil borings on site to a maximum depth of 4 feet below ground surface (bgs) to investigate the extent of PCE contamination in the direct contact zone (see enclosed site map for soil boring locations).
- 2) Advance 2 soil borings within the South Second Avenue ROW to a maximum depth of 20 feet bgs to investigate the potential presence of off-site contamination at locations where the storm sewer pipe appears cracked (see enclosed site map for soil boring locations).
Note 4: Previous water level measurements made at the site indicated the approximate depth to groundwater is 18 feet bgs.
- 3) Visually classify soil samples obtained from the borings. Field screen soil gas in the soil samples with a photoionization detector (PID) using the headspace method approximately every 2½ feet.
- 4) Collect one soil sample for laboratory analysis from direct contact zone in each 4-foot deep boring (a total of 6 samples).
- 5) Collect three soil samples for laboratory analysis from each 20-foot deep boring next to the storm sewer (total of 6 samples) at the following intervals:
 - One sample from the direct contact zone (uppermost 4 feet).
 - One sample at a depth parallel to the bottom of the storm sewer trench (approximately 10 feet bgs).
 - One sample at the water table interface (approximately 18 to 20 feet bgs).
- 6) Collect one water sample for laboratory analysis from each storm sewer soil boring (a total of 2 samples).
- 7) Laboratory analyze soil and groundwater samples for volatile organic compounds (VOCs, a total of 14 samples).
- 8) Perform borehole closure in accordance with the requirements of the WAC, Chapter NR 141, upon completion of sampling. Prepare a borehole abandonment form for each soil boring (DNR Form 3300-005).

- 9) Photograph each soil boring location. Measure locations of soil borings from site features for use in preparing a site map.
- d. Monitoring Well/Piezometer Sampling and Analysis
- 1) Purge the existing 9 monitoring wells (MW-1 through MW-9) and one piezometer (PZ-1), and collect one set of groundwater samples using a low-flow method (10 samples plus 1 duplicate sample).
 - 2) Measure stabilized water levels in each well to determine the local groundwater flow direction and gradient.
 - 3) Laboratory the groundwater samples for VOCs (a total of 11 samples).
- e. IDW Management and Disposal
- 1) Transport and dispose of non-hazardous, containerized soil cuttings at the Lincoln County Landfill.
 - 2) Transport and dispose of containerized, monitoring well/piezometer purge water at a municipal waste water treatment plant (Rib Mountain).
- f. Data Evaluation and Reporting
- 1) Evaluate field screening and laboratory analytical results for subsurface samples collected at the site, including comparing analytical results to regulatory standards established by Chapters NR 720 for soil and NR 140 for groundwater.
 - 2) Provide a preliminary summary of field screening and laboratory results to the WCDA and WDNR via email, including recommendations for additional site investigation, if warranted by the results.
 - 3) Prepare a final, updated SI Report in accordance with NR 716, which summarizes the investigation findings. The report will include:
 - An executive summary.
 - A description of site background information, ownership, and responsible party status for the contaminated site.
 - Descriptions and documentation of field and analytical procedures.
 - Study findings, including tabulated field and analytical results, and the degree and extent of soil and/or groundwater contamination.
 - A site location map.
 - A site plan showing general site features, structures, property boundaries, soil boring and monitoring well locations, and locations of underground utilities.
 - Iso-concentration maps, indicating the apparent lateral extent and concentrations of residual soil and groundwater contamination.
 - Two profile views showing the vertical extent and concentrations of residual soil and groundwater contamination, soil types, and depth to groundwater.
 - A water table elevation map.

- Photographs of general site features, soil boring and well locations.
 - Conclusions from the site investigation and recommendations regarding additional investigation or remedial options.
 - Supporting documentation, including completed field forms, data sheets, GPS coordinates, investigative waste disposal documentation, and laboratory analytical reports.
- 4) Submit bound paper and electronic copies of the final report to the WCDA and WDNR project manager within 60 days of completing the field investigation and receiving laboratory data.

2. VI Investigation (Sub-Slab and Indoor Air Sampling and Analysis - Seasonal)

- a. Create an Excel spreadsheet for all VI sampling locations that includes sample dates, sample type, and analytical results (e.g., No Detection (ND), below Vapor Action Limits (VALs), above VALs, etc.) for quick reference during future sampling events. An electronic copy of the spreadsheet will be submitted via email to the WDNR and WCDA.
- b. Contact the owners of buildings surrounding the source area by telephone to schedule dates and times to collect two sets of seasonal sub-slab or indoor air samples at the following addresses:
- 1) 113 Callon Street (indoor air only)
 - 2) 109 Callon Street (sub-slab and indoor air)
 - 3) 108-112 Clark Street (sub-slab and indoor air)
 - 4) 120-121 Clark Street/309 South 2nd Avenue (sub-slab and indoor air)
 - 5) 310 South 2nd Avenue (sub-slab only)
- c. Collect two seasonal sets of sub-slab samples in each building using previously set vapor points, including one set during Winter 2015 and one set during Spring/Summer 2015, using 6-liter Summa™ canisters (30-minute draw) as follows:
- 1) 108-112 Clark Street (Vapor Point VP-1, 2 samples)
 - 2) 120-121 Clark Street/309 South 2nd Avenue (Vapor Points VP-2 and VP-3, 4 samples)
 - 3) 109 Callon Street (Vapor Points VP-4 and VP-8, 4 samples)
 - 4) 310 South 2nd Avenue (Vapor Point VP-7, 2 samples)
- Note 5: Sub-slab vapor samples will not be collected at 113 Callon Street, while the vapor mitigation system inside that building is operating.*
- d. Collect two seasonal sets of indoor air samples during Winter 2015 and Spring/Summer 2015 using 6-liter Summa™ canisters (8-hour or 24-hour draw) from the following buildings and locations:
- 1) 113 Callon Street (basement Apt. No. 9, 2 samples)
 - 2) 109 Callon Street (basement Apt. No. 5, 2 samples)
 - 3) 108-112 Clark Street (upstairs hallway, 2 samples)
 - 4) 120-121 Clark Street/309 South 2nd Avenue (Suite No. 030, 2 samples)

Note 6: Indoor air samples will not be collected at 310 South 2nd Avenue (Domino's Pizza) because previous sub-slab sample results from this site did not exceed Wisconsin sub-slab VALs.

Note 7: The scope of services for the Spring/Summer 2015 VI sampling event may be reduced, if warranted by the Winter 2015 VI sampling results.

- e. Submit the indoor and sub-slab air samples (a total of up to 20 samples) to the laboratory for analysis of the following CVOCs using EPA Method TO-15 (shortlist):

- PCE
- TCE
- cis-1,2 DCE
- trans-1,2 DCE
- VC

3. VI Investigation (S. First Avenue Properties) – Sub-Slab Vapor, Crawl Space, and Indoor Air Sampling (Winter 2015 Only)

- a. Contact the owners of buildings on S. First Avenue, previously sampled in June 2014, by telephone to schedule dates and times to collect one set of Winter 2015 sub-slab, crawl space, or indoor air samples, as appropriate, at the following addresses:

- 1) 302/306 S. First Avenue (crawl space @ IA-7 and indoor air @ IA-8 in Apartment No. 1)
- 2) 308/310 S. First Avenue (sub-slab @ VP-11)
- 3) 312/314 S. First Avenue (sub-slab @ VP-10)

- b. Collect one sub-slab, crawl space or indoor air vapor sample using evacuated 6-liter Summa™ canisters (30-minute, 8-hour or 24-hour draw as appropriate) in each building.

- c. Submit the sub-slab, crawl space, and indoor air vapor samples (a total of 4 samples) to the laboratory for analysis of the following CVOCs using EPA Method TO-15 (shortlist):

- 1) PCE
- 2) TCE
- 3) cis-1,2 DCE
- 4) trans-1,2 DCE
- 5) Vinyl chloride

4. VI Data Evaluation and Reporting

- 1) Compare the seasonal sub-slab, crawl space, and indoor air sample analytical results to applicable Wisconsin and U.S. EPA residential, non-residential VALs.

- 2) Submit a preliminary summary of each set of seasonal VI investigation results to the WDNR and WCDA via email, including an updated spreadsheet of results and an updated site layout map showing analytical results for each building.
- 3) Combine the previous and additional VI sampling documentation and analytical results with the pending NR 716 Site Investigation Report described above.

5. Updated VI Notification Letters (Seasonal Results)

- a. Assist the WDNR and WCDA with preparation and production of updated VI notification letters reporting analytical results to the building owners (5), and their tenants (18) for each seasonal VI sample set. Each set of seasonal, updated letters (2 sets: Winter 2015 and Summer 2015) will include:
 - 1) Preparation and printing of updated letters on WCDA letterhead and attaching referenced enclosures.
 - 2) Preparing mailing envelopes with postage, addressee labels and return WCDA address labels (one envelope per letter).
 - 3) Submitting the set of final letters, enclosures and pre-addressed envelopes to the WCDA for mailing.

6. Updated VI Notification Letters – S. First Avenue (Winter 2015 Results)

- a. Assist the WDNR and WCDA with preparation and production of updated VI notification letters reporting analytical results to the S. First Avenue building owners (3) and their tenants (1). The updated letters (1 set: Winter 2015 only) will include:
 - 1) Preparation and printing of updated letters on WCDA letterhead and attaching referenced enclosures.
 - 2) Preparing mailing envelopes with postage, addressee labels, and return WCDA address labels (one envelope per letter).
 - 3) Submitting the set of final letters, enclosures and pre-addressed envelopes to the WCDA for mailing.

7. Project Status Letter for Building Owners and Tenants

- a. Assist the WDNR and WCDA with preparation and production of a Project Status Letter for submittal to building owners and their tenants in the spring of 2015. The letter will provide a brief update of SI and interim actions taken to date, results, planned future activities, and other relevant issues.

Note 8: The Project Status Letter will be prepared after VI sampling results for Winter 2015 are available.

8. Interim Action

- a. Additional subcontract electrician services to provide labor and parts to install three "buck boosters" at the site for the purpose of boosting the electric service voltage necessary to run the expanded SVE system described in Change Order No. 8.

Note 9: Electric power currently available at the site is 208 Volts/3-phase; however, the power requirement for the 350 standard cubic feet per minute (scfm) SVE blower for the expanded SVE system is 230 Volts/3-phase. The

buck boosters will be installed to boost the existing electrical service from 208 Volts/3-phase to 230 Volts/3-phase.

- b. Additional subcontract electrician services to relocate the SVE system trailer in the spring of 2015 from its temporary location next to the apartment building at 113 Callon Street to the planned location on the concrete floor slab of the former dry cleaners.

Note 10: The temporary 120 scfm SVE trailer used at the beginning of the interim action in June 2014 was disconnected and removed from the site on December 16, 2014, in anticipation of delivery of the new 350 scfm SVE trailer in January 2015; however, current winter conditions and frozen subsurface soil at the site will delay the planned expansion of the SVE system from 2 to 6 SVE wells until the Spring 2015 (after the spring thaw). In the meantime, the new 350 scfm SVE trailer was delivered to the site and connected to the two existing SVE wells in January 2015, so that the interim action can continue with minimal interruption.

- c. Additional parts and materials needed to install the subgrade vacuum piping and connections to SVE well heads.

Assumptions

This Change Order is subject to the following assumptions:

1. Field work for soil borings covered by this Change Order will be conducted under one mobilization.
2. The local municipality will identify underground utility locations not covered by Diggers' Hotline. Location marking for such utilities will be provided at no cost to AECOM. AECOM will not be responsible for damage to utilities as a result of improper utility location identifications by Diggers' Hotline, site owners, or occupants.
3. Soil cuttings will be containerized and temporarily stored on-site until pickup and off-site disposal at the Lincoln County Landfill at a later date.
4. It is assumed that drilling will be conducted during fair weather. Delays caused by rain lasting longer than 1 hour, or other unforeseen circumstances, are not taken into consideration and shall constitute a changed condition.
5. Standard care will be taken to minimize landscape disturbance during borings and other field activities; however, minor disturbance of the ground surface, due to maneuvering the drilling rig, performing borings, collecting samples, and leveling the rig is inevitable. It is assumed that surface disturbances from routine drilling activities will not require repair.
6. The WCDA will delegate responsibility to AECOM to notify the adjacent property owners of the pending investigations. AECOM will inform the property owners of their responsibility to mark underground utilities, which they own or for which they are responsible (not covered by Diggers' Hotline).
7. Quality control samples from soil borings, other than a trip blank sample, such as duplicate samples and field blanks, will not be required.
8. Rocks, large gravel, and construction rubble cannot be penetrated using the direct-push rig. It is assumed that such materials will not be encountered.
9. The setup and collection of seasonal VI sub-slab and indoor air samples can be completed in 5 business days per sample set.
10. The WCDA will be responsible for mailing and/or hand delivering updated VI notification letters and project status letters to building owners and tenants.



11. Based on previous VI results, sub-slab and indoor air sampling in buildings located on South 1st Avenue is no longer necessary.

Cost

For informational purposes, the following is a summary of the total project costs (approved and proposed) for this site:

Original Bid	\$37,209.00	(approved August 27, 2008)
Change Order No. 1	\$13,965.00	(approved September 15, 2009)
Change Order No. 2	\$75,877.00	(approved May 24, 2013)
Change Order No. 3	\$16,446.00	(approved January 15, 2014)
Change Order No. 4	\$ 0.00	(approved March 27, 2014)
Change Order No. 5	\$ 0.00	(approved May 9, 2014)
Change Order No. 6	\$30,180.00	(approved April 28, 2014)
Change Order No. 7	\$28,378.00	(approved June 26, 2014)
Change Order No. 8	<u>\$84,445.00</u>	(approved November 13, 2014)
Subtotal	\$286,500.00	
Change Order No. 9 (Site Investigation)	\$58,037.00	(proposed)
Change Order No. 9 (Interim Action)	<u>2,470.00</u>	(proposed)
Subtotal	\$60,507.00	
Total Project Cost	\$347,007.00	

A detailed breakdown of estimated costs for the additional SI and Interim Action services covered by this Change Order is provided on the enclosed Dry Cleaner Environmental Response Fund (DERF) Cost Estimate Sheets (Form 4400-233).

Schedules

The anticipated field work schedule for the additional subsurface SI is as follows:

- Soil borings, sampling, and analysis: February 2015
- MW/PZ sampling and analysis: May 2015

The anticipated field work schedule for the additional VI investigation is as follows:

- Seasonal sub-slab/indoor air sampling and analysis (first set): February 2015
- Seasonal sub-slab/indoor air sampling and analysis (second set): June 2015

The anticipated field work schedule for the additional Interim Action services is as follows:

- Installation of electric service buck boosters: February 2015
- Installation of subgrade vacuum piping and SVE well head connections: April/May 2015
- Relocation of 350 scfm SVE trailer to concrete floor slab: May 2015

The anticipated schedule for submittal of deliverable documents covered by this Change Order is as follows:

- Seasonal, updated VI notification letters (first set): March 2015
- Project Status Letter to Building Owners and Tenants: April 2015
- Seasonal, updated VI notification letters (second set): July 2015
- Updated SI Report: August 2015



Schedules are subject to change based on WDNR and WCDA approvals for project funding. AECOM will initiate the proposed additional services following approval of this Change Order by the WDNR and WCDA. Please contact Kyle Wagoner at 715-342-3038 if you have any questions or need further assistance.

Sincerely,

Kyle W. Wagoner, P.G., CHMM
Project Manager
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715-342-3038

David S. Senfelds, P.E., CHMM
Operations Manager, Environment
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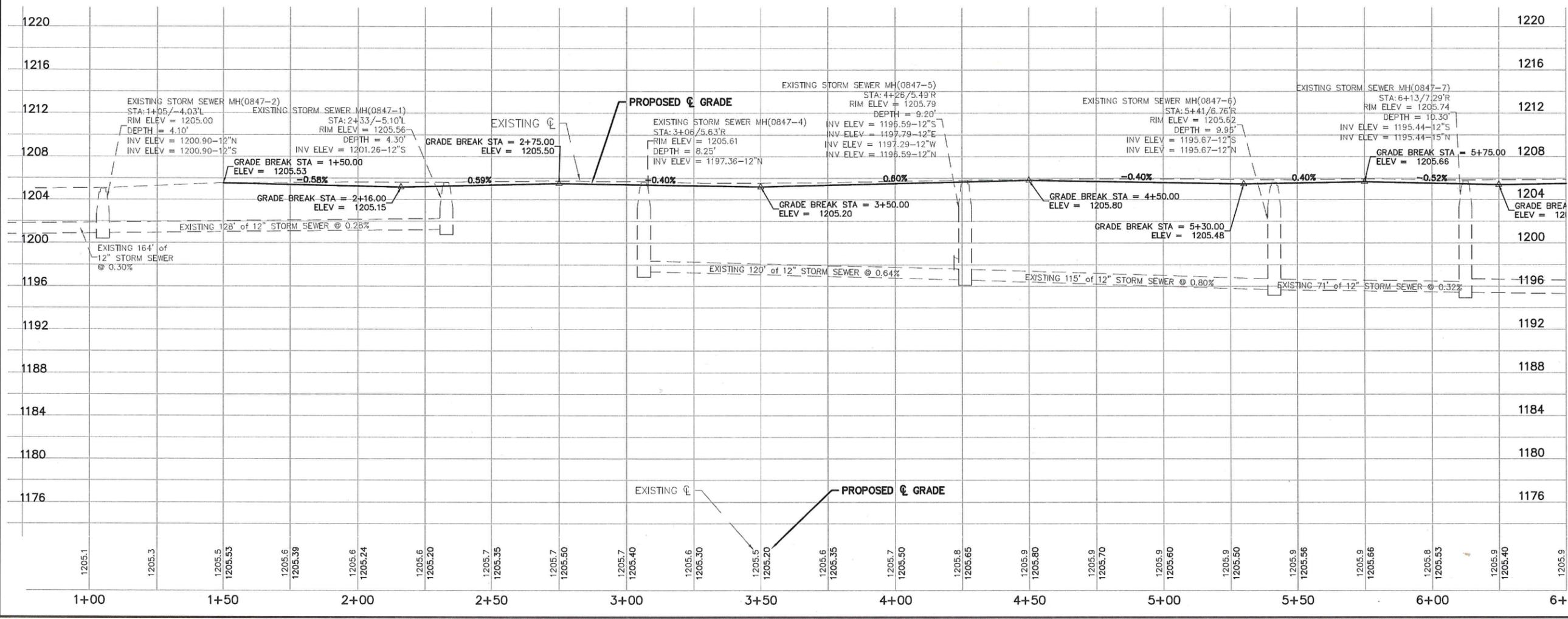
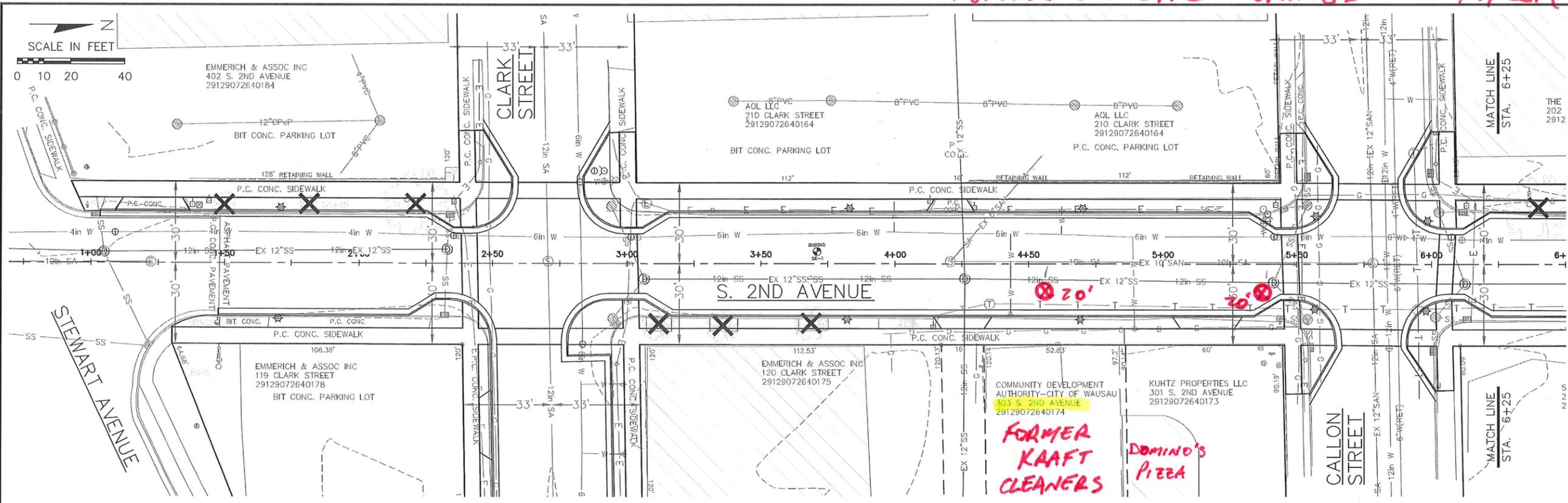
Enclosures: Cost Estimate Sheets
Documentation for Completed Tasks

c/encl: Kevin Fabel, Environmental Coordinator, City of Wausau
Ann Werth, Director, Wausau Community Development Authority

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PROPOSED OFF-SITE BORINGS 10/9/2014

Dwg File Name: O:\Engineering\DWG\PROJ\0847\0847-S-2ndAve-Design-STORM.dwg, 07/30/2014 8:49:56 AM, City of Wausau - Engineering Department, Plotted by: J.D. VanBoxel



CITY OF WAUSAU Engineering Department 407 GRANT STREET WAUSAU, WI 54983-4768 (715) 261-6740 FAX (715) 261-6759	
SURVEYED BY: J.K. & B.P. FIELD BOOK NO. ? PG. ? DESIGNED BY: A.M. WESGLOWSKI DRAWN BY: P.R. NIKOLAI APPROVED BY: B.J. MARQUART POINT FILE: 0847T0FO.gsc	REVISIONS P.R. NIKOLAI P.R. NIKOLAI
DATE 01/22/2013 04/03/2013	ISSUED FOR PRELIMINARY REVIEW/APPROVAL BIDDING/CONST. REC. REF. DWG. OFFICE USE
S. 2ND AVENUE STEWART AVENUE - ELM STREET PLAN & PROFILE (STORM SEWER/CURB & GUTTER) 2013 STREET IMPROVEMENT PROJECT "C"	
SHEET NO. 1 OF 3 SHEETS FILE NUMBER 12-10-30	

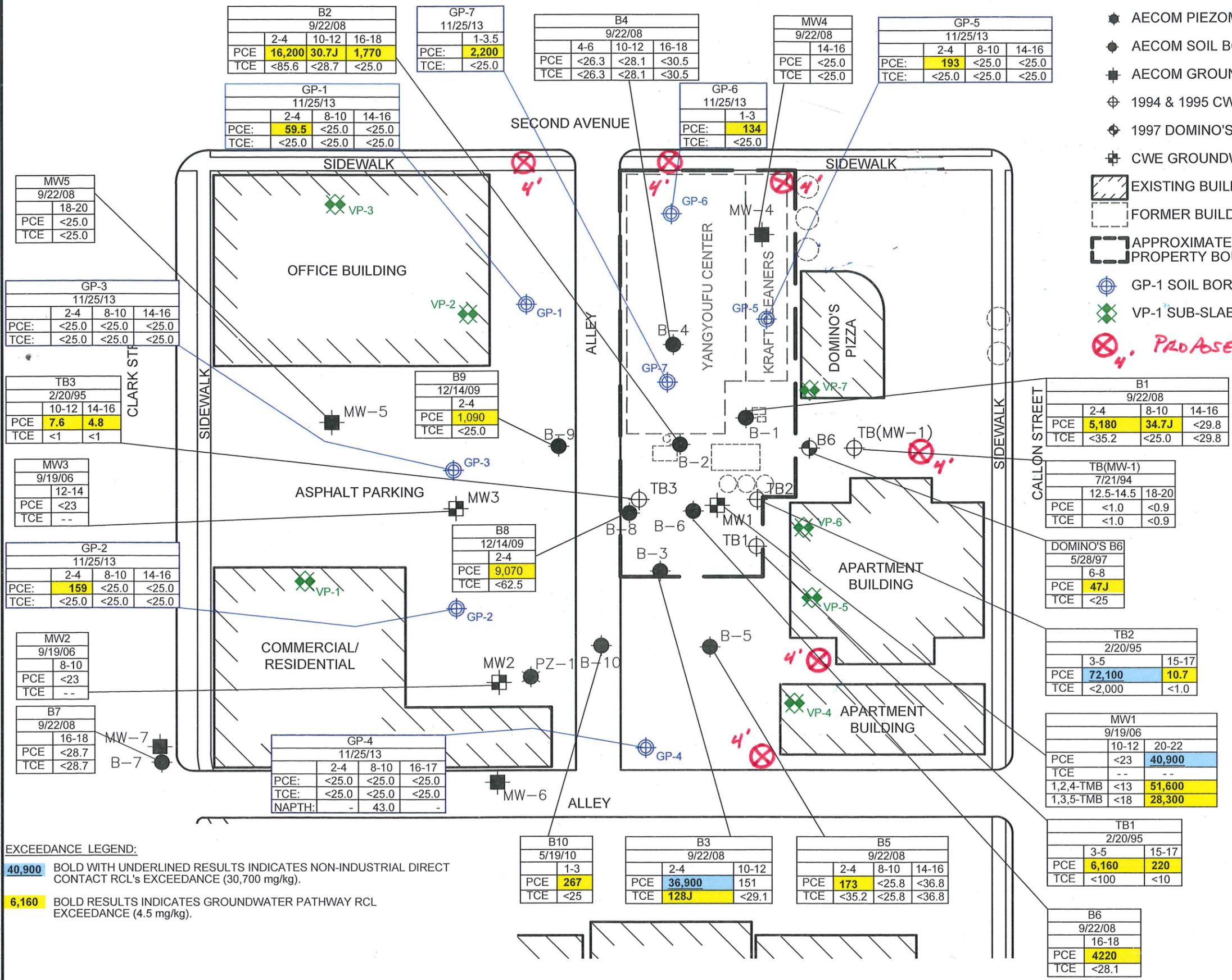
PROPOSED ON-SITE BORING 8/14/2014

ANSI B 11" x 17"
Approved: DSS
Checked: RSR
Designer: KAM
Project Management Initials:
Last saved by: ARMITAGED (2014-01-08) Last Plotted: 2014-01-08 Layout Name: NOV-2013-FIGURE 1
Filename: P:\60299959\600\WORKING\DOCS\CAD\GLOBAL\CADD\STANDARD\DOCS\CAD\GLOBAL\GP-SOIL-BORINGS.DWG

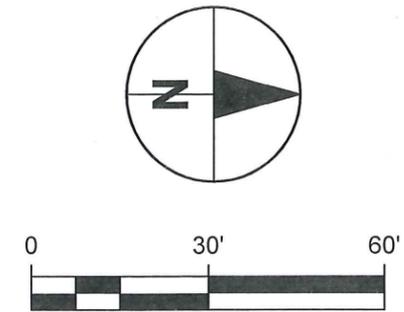
LEGEND

- AECOM PIEZOMETER
- AECOM SOIL BORING
- AECOM GROUNDWATER MONITORING WELL
- ⊕ 1994 & 1995 CWE SOIL BORING
- ⊕ 1997 DOMINO'S PIZZA SOIL BORING
- CWE GROUNDWATER MONITORING WELL
- ▨ EXISTING BUILDING
- FORMER UST
- ▤ FORMER BUILDING
- FORMER UST
- ▭ APPROXIMATE SUBJECT PROPERTY BOUNDARY
- ⊕ GP-1 SOIL BORING NOV. 25, 2013
- ◆ VP-1 SUB-SLAB VAPOR SAMPLE LOCATIONS

⊕ 4' PROPOSED SOIL BORING: DEPTH



EXCEEDANCE LEGEND:
40,900 BOLD WITH UNDERLINED RESULTS INDICATES NON-INDUSTRIAL DIRECT CONTACT RCL'S EXCEEDANCE (30,700 mg/kg).
6,160 BOLD RESULTS INDICATES GROUNDWATER PATHWAY RCL EXCEEDANCE (4.5 mg/kg).



FORMER KRAFT CLEANERS
303 - 305 SOUTH SECOND AVENUE
WAUSAU, WISCONSIN

RESOLUTION NUMBER 15-001

**SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM
(SEMAP) SUBMISSION TO HUD**

WHEREAS, the Wausau Community Development Authority is a Public Housing Agency within the City of Wausau that administers a Section 8 Housing Choice Voucher Program; and

WHEREAS, the US Department of Housing and Urban Development (HUD) has established the Section Eight Management Assessment Program (SEMAP) for the purpose of measuring the annual performance of public housing agencies (PHAs) that administer the Section 8 Housing Choice Voucher Program; and

WHEREAS, SEMAP provides procedures for HUD to identify PHA management capabilities and deficiencies in order to target monitoring and program assistance more effectively; and

WHEREAS, the CDA has compiled Section 8 Housing Choice Voucher Program data as required for the annual submission to the US Department of Housing and Urban Development; and

NOW THEREFORE, BE IT RESOLVED, the Wausau Community Development Authority Commission hereby adopts Resolution 15-001 approving the submission of the annual SEMAP report to HUD for Fiscal Year ending December 31, 2014.

AYES _____ NAYS _____

Approved Date _____

Community Development Authority
Of the City of Wausau

Russell W. Wilson
Chairperson

Ann M. Werth
Secretary/Executive Director

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Assessment Profile | Reports | **Submission**

List | Summary | Certification | Profile | Comments

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(MT1131)
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Field Office: **5IPH MILWAUKEE PROGRAM CENTER**
Housing Agency: **WI031 WAUSAU HA**
PHA Fiscal Year End: **12/31/2014**

OMB Approval No. 2577-0215

SEMAP CERTIFICATION (Page 1)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Check here if the PHA expends less than \$300,000 a year in federal awards

Indicators 1 - 7 will not be rated if the PHA expends less than \$300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than \$300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

1 Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))

a. The HA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response Yes No

b. The PHA's quality control samples of applicants reaching the top of the waiting list and admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response Yes No

2 Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

a. The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar

unassisted units and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response Yes No

b. The PHA's quality control sample of tenant files for which a determination of reasonable rent was required to show that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response At least 98% of units sampled 80 to 97% of units sampled
 Less than 80% of units sampled

3 Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files show that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response At least 90% of files sampled 80 to 89% of files sampled
 Less than 80% of files sampled

4 Utility Allowance Schedule (24 CFR 982.517)

The PHA maintains an up-to-date utility schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response Yes No

5 HQS Quality Control (24 CFR 982.405(b))

The PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of cross section of inspectors.

PHA Response Yes No

6 HQS Enforcement (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response At least 98% of cases sampled Less than 98% of cases sampled

7 Expanding Housing Opportunities.

(24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12))
Applies only to PHAs with jurisdiction in metropolitan FMR areas

Check here if not applicable

a. The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response Yes No

b. The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response Yes No

c. The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response Yes No

d. The PHA's information packet for certificate and voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response Yes No

e. The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response Yes No

f. The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response Yes No

[Go to Comments](#) [Go to Deconcentration Addendum](#)

Page 1 of 2

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List Summary Certification Profile Comments
Field Office: 5IPH MILWAUKEE PROGRAM CENTER
Housing Agency: WI031 WAUSAU HA
PHA Fiscal Year End: 12/31/2014

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SEMAP CERTIFICATION (Page 2)

Performance Indicators

8 Payment Standards(24 CFR 982.503)

The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response Yes No

FMR Area Name Marathon

FMR 1 of 1

Enter current FMRs and payment standards (PS)

Table with 5 columns: 0-BR FMR, 1-BR FMR, 2-BR FMR, 3-BR FMR, 4-BR FMR. Values: 477, 495, 646, 912, 989. PS: 471, 525, 638, 865, 950

Save Add Delete

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, add similar FMR and payment standard comparisons for each FMR area and designated area.

9 Timely Annual Reexaminations(24 CFR 5.617)

The PHA completes a reexamination for each participating family at least every 12 months.(24 CFR 5.617)

PHA Response Yes No

10 Correct Tenant Rent Calculations(24 CFR 982, Subpart K)

The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program (24 CFR 982,Subpart K)

PHA Response Yes No

11 Pre-Contract HQS Inspections(24 CFR 982.305)

Each newly leased unit passes HQS inspection before the beginning date of the assisted lease and HAP contract.(24 CFR 982.305)

PHA Response Yes No

12 Annual HQS Inspections(24 CFR 982.405(a))

The PHA inspects each unit under contract at least annually (24 CFR 982.405(a))

PHA Response Yes No

13 Lease-Up

The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year

PHA Response Yes No

14 Family Self-Sufficiency (24 CFR 984.105 and 984.305)

14a.Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required.

Applies only to PHAs required to administer an FSS program.

Check here if not applicable

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

Or, Number of mandatory FSS slots under HUD-approved exception (If not applicable, leave blank)

b. Number of FSS families currently enrolled

c. Portability: If you are the initial PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b+c divided by a) (This is a nonenterable field. The system will calculate the percent when the user saves the page)

14b. Percent of FSS Participants with Escrow Account Balances. The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances. (24 CFR 984.305)

Applies only to PHAs required to administer an FSS program

Check here if not applicable

PHA Response Yes No

Portability: If you are the initial PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

15 Deconcentration Bonus

The PHA is submitting with this certification data which show that :

(1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;

(2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is atleast two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY; or

(3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response Yes No

[Go to Comments](#)

[Deconcentration Addendum](#)

[Back to Page1](#)

[Save] [Reset]