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November 12, 2020

Kellie Reed, CMFO
City Recorder
Town of Ashland City
101 Court Street
Ashland City, Tennessee 37015

**RE: Proposal for Environmental Reports in Support of NEPA Categorical Exclusion
Planning Documents for New Ashland City Fire Station #1 and New City Hall**

Dear Kellie:

In response to your request, CSR Engineering Inc., (CSR) is pleased to submit a proposal to provide environmental reports (ER's) to fulfill National Environmental Policy Act (NEPA) requirements for a Categorical Exclusion (CE) determination. Specifically, two ER's will be prepared to in accordance with United States Department of Agriculture (USDA) Rural Economic Development Loan and Grant Program requirements. The two reports will be developed for the proposed new Fire Station No. 1 and City Hall locations in Ashland City, Tennessee.

SCOPE OF SERVICES

We propose the following scope of services:

- CSR's work will be performed pursuant to 49 CFR §1970.54, *CEs involving small-scale development with an environmental report*.
- CSR will provide appropriate narrative to describe the applicant's purpose and needs, alternatives considered and proposed construction elements of each site.
- CSR will address environmental resource areas of concern (including but not limited to, air quality, wetlands, biological resources, geotechnical resources, hydrology, land use, safety, noise, social and economic, and cultural/historic resources).
- CSR will prepare related charts, maps, diagrams and photographs to adequately support interpretation of the ER.
- CSR will commission a research company to provide a records review to determine if the subject property or surrounding areas are listed on any of the available governmental environmental databases (state and federal).
- CSR will prepare consultation letters and supporting documents (on behalf of the reviewing agency) for State Historic Preservation Office (SHPO) and Native American/Tribal review.

- Upon completion of the assessment, we will prepare a single narrative report for each of the subject properties presenting our findings with copies of pertinent historical documents, regulatory database search, maps and photographs. CSR will submit an electronic copy of the ER's in PDF format.

Schedule Considerations. CSR proposes to begin working immediately upon receipt of a signed authorization to proceed. Allowing for the required review and response time by the SHPO and Tribal Offices, we anticipate the ER's can be completed no later than 60 days following the notice to proceed.

Estimated Costs – Phase I ESA. CSR proposes to perform the above detailed services for the subject property for a lump sum of **\$6,900.00.**

Proposal Considerations

Summary of comments/conditions upon which this proposal is based are as follows:

- a) It is our understanding that the Town of Ashland City will provide access to the subject site.
- b) Environmental sampling or testing will not be performed as part of this project.
- c) Should the USDA or other reviewing agency request to submit the SHPO or Tribal consultation letters, CSR will revise its scope and fee accordingly.

Closure

We appreciate the opportunity to provide environmental planning services to the Town of Ashland City and look forward to working with you. If the terms of our proposal are acceptable you can acknowledge by signing the Confirmation of Assignment below. If you have any questions regarding the details of our proposal, please contact me at your convenience at 615-247-5318.

Sincerely,



Kent B. Evetts, P.G.
Environmental Manager
CSR ENGINEERING, INC.

Confirmation of Assignment

Town of Ashland City

Print Name and Title

Signature