



Church Environmental Site Assessment Guidelines

U.S. Version
MARCH 2020

Contents

Overview	1
Performing the Assessment.....	4
Appendix: Blank Letters, Forms, and Checklists	9
Environmental Screening Form	10
Report Cover Letter	12
Risk Analysis Form	13
Environmental Risk Reports	14
Environmental Site Assessment Consultants	15
Statement of Work Summary for Environmental Site Assessment Consultants	16
Innocent Owner/Operator Program—Environmental Site Assessment Report Checklist.....	19
Environmental Site Assessment Authorization.....	21

Overview

If You Have Questions

If you have questions about these guidelines, contact the Risk Management Division or Natural Resources Services.

RISK MANAGEMENT DIVISION

Salt Lake City area

801-240-1576

All other areas

1-800-453-3860, ext. 2-1576

NATURAL RESOURCES SERVICES

Salt Lake City area

801-240-4074

All other areas

1-800-453-3860, ext. 2-4074

Introduction

Federal and state laws enacted in the past few years have imposed the cost of environmental hazard cleanup on current as well as past owners of property, whether or not they caused or contributed to the contamination.

To help you assess existing or potential environmental hazards for a particular property being considered for purchase by the Church—and based on the guidance in this document—you should have an outside consultant conduct a Phase I environmental site assessment based on the American Society for Testing and Materials (ASTM) E1527-13 standard, titled *Standard Practice for Environmental Site Assessments: Phase 1 Environmental Site Assessment Process* (or the most current version).

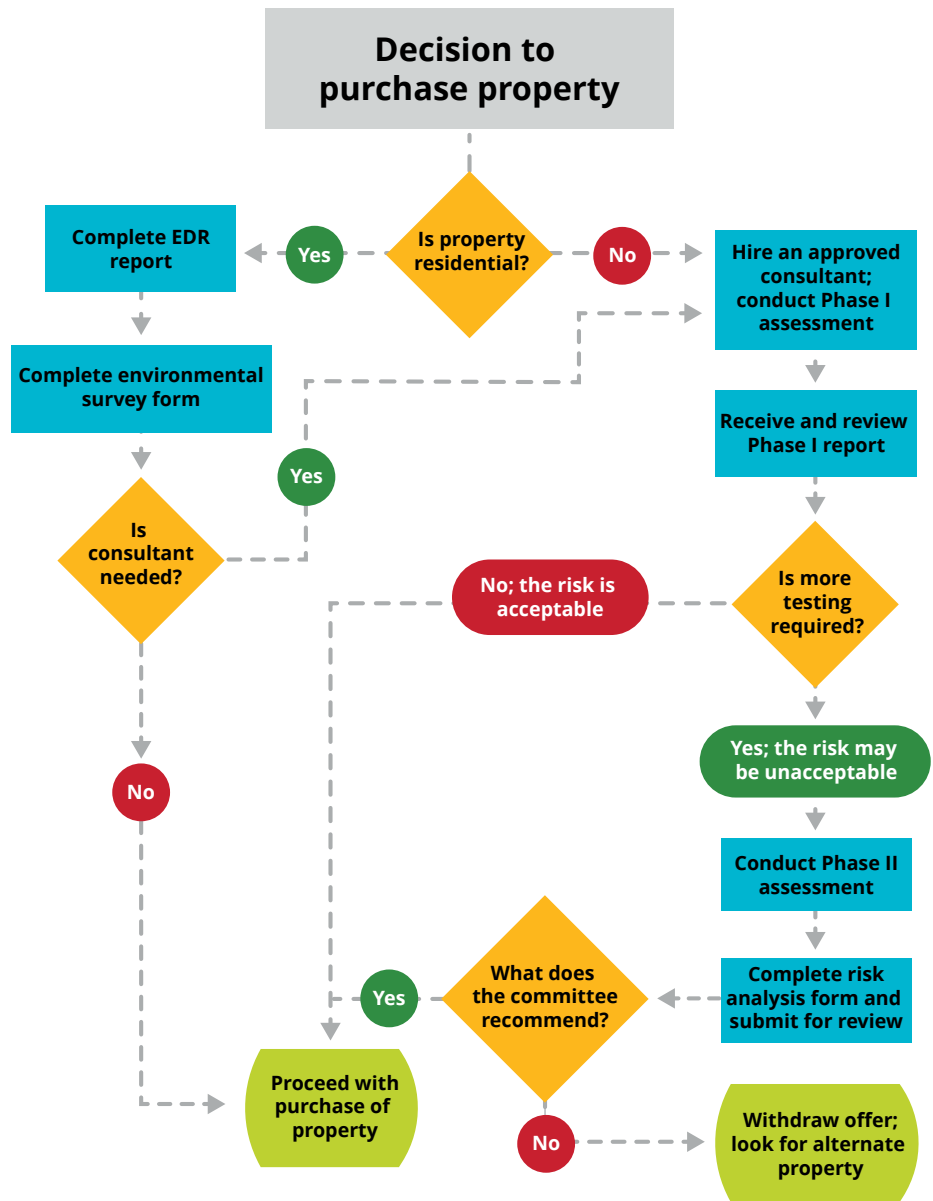
To minimize or eliminate liability for environmental contamination of a particular property, a prospective purchaser must (1) not be affiliated with any party who is potentially liable for contamination response costs [see CERCLA § 101(40) (H)] and (2) conduct “all appropriate inquiries” into the previous ownership and uses of the property. The EPA’s “all appropriate inquiries” requirement is set forth in 40 CFR § 312, and a Phase I assessment performed according to the ASTM E1527-13 standard will comply with this requirement. For a copy of the complete standard, information on the “all appropriate inquiries” requirement, or the “no affiliation” requirement, contact the Risk Management Division.

Determining Which Environmental Assessment Steps to Use

For future meetinghouse sites, for farms, and for multifamily, industrial, commercial, and other Church properties that will be held long-term, always hire an outside consultant to conduct a Phase I environmental site assessment. *Do not* conduct an Environmental Data Resources, Inc. (EDR) environmental database search (see step 2) or complete the environmental screening (see step 3).

For residential property, including individual homes used as permanent residences, evaluate the risk of potential contamination from radon, asbestos, lead, and petroleum or contamination from the misuse of chemicals such as methamphetamine laboratories. Residential property also includes individual vacant residential lots within developed subdivisions. For residential properties, first conduct an EDR environmental database search (see step 2), and then complete the environmental screening (see step 3). For residential properties, *do not* hire an outside consultant to conduct a Phase I environmental site assessment if no recognized environmental condition is identified during the EDR environmental database search, environmental screening, or title search. However, if after steps 2 and 3 are completed, a recognized environmental condition is identified, a Phase I site assessment *must* be completed prior to purchase.

Refer to the flowchart below to help determine which environmental site assessment steps to use.



Using the Letters, Forms, and Checklists

As you complete each step of the environmental site assessment, you will use specific letters, forms, and checklists. Sample documents are in the appendix (see page 9). Print all letters on your organization’s letterhead.

Performing the Assessment

To perform an environmental site assessment, follow these steps:

1. Notify the property owners.
2. Search the Environmental Data Resources, Inc. (EDR) database. *Use this step for residential properties only.*
3. Complete the Environmental Screening Form. *Use this step for residential properties only.*
4. Determine your consultant need. *Use this step for residential properties only.*
5. Hire an approved consultant to conduct a Phase I environmental site assessment (pursuant to ASTM E1527-13 standard).
6. Determine the environmental risk.

Step 1: Notify the Property Owners

You should notify the property owner(s) before conducting an environmental assessment. This will:

- Protect the organization.
- Make sure the owner is aware of the potential risks.

To notify the property owner, include a paragraph in the Earnest Money Agreement to Purchase document covering access to the property. The paragraph should include the following:

- The purchaser has the right to enter the property to perform surveys, inspections, investigations, studies, and tests, including, without limitation, any soil, engineering, geological, environmental, and other tests and inspections the purchaser shall deem appropriate.
- The purchaser, in addition to its agents, servants, and employees, may hire professional consultants to help with the inspections, investigations, studies, and tests, including civil engineers, environmental contractors, architects, consultants, and so on.
- The seller will grant the purchaser and its agents, servants, employees, and consultants a license to enter the property to perform such inspections, investigations, studies, and tests.
- The seller will not incur any liability, cost, or expense to the purchaser for personal injury or property damage resulting from the purchaser's inspection.

Note: If your Earnest Money Agreement to Purchase document does not currently have a paragraph dealing with access to the property and environmental testing, include it on an addendum to be attached to the form.

Step 2: Complete the Environmental Data Resources, Inc. Report

Use this step with residential property only. For other property types, go to step 5 and hire a consultant to conduct a Phase I environmental site assessment.

A Church employee or an outsourced partner will order an environmental risk report from Environmental Data Resources, Inc. (EDR). Guidelines for completing an EDR report are on page 14. Keep the EDR report as part of the assessment records.

Obtain a standard title report. Provide this report to the consultant if applicable. This report contains little or no information about the uses or occupancies of the property. However, when used in combination with other historical information, title reports may provide helpful information about the uses of the property.

Step 3: Complete the Environmental Screening Form

Use this step with residential property only. For other property types, go to step 5 and hire a consultant to conduct a Phase I environmental site assessment.

A Church employee or an outsourced partner will complete the environmental screening form. Use the questions on the Environmental Screening Form (on pages 10–11) to gather information about the property from the current or former property owner(s) or occupants and from a walk-through inspection.

You could send a copy of the questions to those knowledgeable about the property or get the information over the telephone. Using the telephone may help speed up the process, but make sure to record the telephone conversations and verify the information with the owner(s) (see step 1).

A Church employee or an outsourced partner will perform a walk-through inspection of the property to determine if there are obvious signs of environmental problems. If possible, this inspection should be conducted after gathering information from the owner and occupants (if any).

Step 4: Determine Your Consultant Need

Use this step with residential property only. For other property types, go to step 5 and hire a consultant to conduct a Phase I environmental site assessment.

1. Review the Environmental Screening Form, environmental data gathered from government agencies, and the title search. If a recognized environmental condition is identified on the residential property (meaning the EDR reports describe a concern or “yes” is marked on any of the boxes in the Environmental Screening Form), go to step number 5 and hire a consultant to conduct a Phase I environmental site assessment.

Recognized environmental conditions would include things such as the past, present, or future threat of a release of any hazardous substance or petroleum product into the structures, ground, groundwater, or surface water of the property. Some of the most common environmental conditions you may encounter are aboveground storage tanks (ASTs), underground storage tanks (USTs), French drains, stored chemicals, surface drains, drums, or cans containing petroleum products.

2. If no recognized environmental condition is identified on the property, an environmental consultant is not necessary. Proceed to step number 6 on page 9.
3. If there is a recognized environmental condition on the property, hire a consultant to perform a Phase I site assessment as described in step number 5.

Step 5: Hire a Consultant

1. If needed, hire an approved consultant to assess the property using the guidelines for environmental site assessment services consistent with the requirements of ASTM E1527-13 (also referenced in the appendix on page 16).¹
2. Provide the standard title report to the consultant.
3. Make sure the consultant you hire understands that his or her assessment must be conducted according to the ASTM E1527-13 standard. The consultant must also demonstrate within the assessment report that he or she has followed the standard, including formatting the report properly. The consultant must also meet the “all appropriate inquiries” requirement of 40 CFR § 312 as summarized in the Innocent Owner/Operator Program—Environmental Site Assessment Report Checklist in the appendix (see pages 19–20).

Note: In the findings and conclusions section, the consultant is to state only his or her findings and not recommend any corrective actions. If the property is purchased and the consultant has made recommendations that you fail to act on, your organization might be held responsible. If you desire, the consultant may provide recommendations in a cover letter, which may or may not be disclosed to other parties.

¹ If the parcel of property at issue exceeds 120 acres and consists of forested or rural property, ASTM E 2247-08 may be substituted by the consultant as the appropriate assessment standard. However, for ease of reference, ASTM E1527-13 will be referred to as the applicable standard throughout this document.

4. The consultant should include cost estimates of cleaning up the identified environmental problems, understanding that such estimates may be subject to change. It is extremely difficult to estimate the cost of environmental cleanup, even when extensive information about the problem is available. Furthermore, costs can drastically increase as environmental regulations become more stringent and technology becomes more expensive to use.

Review and Distribute the Report

Review the report to make sure it has the information required by the ASTM E1527-13 standard. If the report is not acceptable, tell the consultant about the deficiencies and ask him or her to make any changes to the report that would:

- Improve clarity.
- Include information identified by ASTM E1527-13.
- Delete inappropriate legal conclusions or implications of liability.
- Provide a better understanding of the significance of the environmental problems identified.

After you are satisfied with the report, distribute it to the person who ordered the report and to the property owner(s) with a cover letter explaining its limitations. A sample cover letter is on page 12.

Determine Environmental Testing Needs

If the report indicates a significant risk of environmental contamination, you should conduct a Phase II environmental site assessment to determine the possible nature, scope, and extent of the contamination. If contamination exists, make reasonable efforts to understand:

1. When the hazardous material was released and if that release is continuing.
2. Whether appropriate authorities have been notified.
3. Whether actions have or will be taken to stop current releases, prevent future releases, and prevent exposure to humans, the environment, and natural resources.
4. The willingness of the landowner and others to cooperate with individuals authorized to respond to and remediate the contamination.
5. Whether institutional controls or land restrictions have been implemented to address the contamination.
6. Whether the Church has any affiliation (contractual, corporate, financial, or otherwise) with the person or entity responsible for the contamination.
7. Whether the purchase price of the property has been reduced as a result of the contamination.

Environmental testing may fall into one of the following categories:

- Soil sampling and laboratory analysis
- Installation of groundwater monitoring wells
- Underground storage tank investigations
- Asbestos surveys
- Regulatory compliance audits
- Soil gas surveys
- Specific substance testing (PCBs, radon, and so on)

You may also want to consider performing these additional surveys:

- Natural hazard risk assessment (slope stability, seismic hazards, flooding, and so on)
- Industrial hygiene surveys
- Air quality monitoring services
- Soil and foundation studies, including expansive and collapsible soils
- Solid waste management
- Construction materials testing
- Engineering geology
- Water resources management
- Microbiological (mold) testing

Complete Phase II Study If Needed

If a Phase II environmental site assessment is necessary, work with the consultant to determine the extent of the sampling and the substances to be analyzed. As part of the environmental risk analysis, Natural Resources Services and the Risk Management Division should review the Phase II environmental site assessment, including the scope of work, budget, and Phase II investigation report.

Use the Agreement between Owner and Consultant for a Limited-Scope Environmental Project (U.S.) and applicable specifications (or the most current version) when contracting for additional environmental testing. You can find this document in the Meetinghouse Facilities Resource Library.

Step 6: Determine the Environmental Risk

If a Phase II environmental assessment has been conducted, use the Risk Analysis Form (on page 13) to determine whether to accept the property. Make this decision on a case-by-case basis, weighing the risk presented by the contamination against the business interest in buying the property.

When the environmental assessment reveals a need for cleaning up the property, determine if the cost and time required to solve the environmental problems would reduce the return on the investment below an acceptable level.

In forming the risk analysis, determine the “reasonable worst case” costs for cleaning up the property. Document this on the Risk Analysis Form.

If a Phase II environmental site assessment has been conducted, the Risk Management Division and the Natural Resources Services should help make this decision in consultation with management. Their telephone numbers are listed on page 1.

Appendix: Blank Letters, Forms, and Checklists

This appendix contains sample letters, forms, and checklists, with their accompanying instructions, that are mentioned in these guidelines. Print all letters on your own letterhead.

Sample Documents

- Environmental Screening Form
- Report Cover Letter
- Risk Analysis Form
- Environmental Risk Reports
- Environmental Site Assessment Consultants
- Statement of Work Summary for Environmental Site Assessment Consultants
- Innocent Owner/Operator Program—Environmental Site Assessment Report Checklist
- Environmental Site Assessment Authorization

Environmental Screening Form

Church entity	Date
Property title	Property number

Instructions: Please mark the following items *yes* or *no* and note any pertinent information in the comments column.

1. Is the property or any adjoining property being used for industrial purposes?			
2. Has the property or any adjoining property been used for industrial purposes in the past?			
3. Is the property or any adjoining property being used or has it been used in the past as a gasoline station; motor repair facility; commercial printing facility; dry cleaner; photo developing laboratory; junkyard; landfill; waste treatment, storage, disposal, processing, or recycling facility; or for any other similar use?			
4. Are there damaged or discarded automotive or industrial batteries located on the property?			
5. Are there any industrial drums or containers greater than five gallons (19L) of pesticides, paints, or other chemicals stored on or used at the property?			
6. Has fill dirt been brought onto the property?			
7. Are there any pits, ponds, or lagoons on the property?			
8. Is there any stained soil or pavement on the property?			
9. Are there currently or have there been in the past any storage tanks (above or underground) located on the property?			
10. Are there any floors, drains, or wells that emit foul odors?			
11. Does the current owner or operator of the property or any former owner or operator have any knowledge of environmental releases, environmental liens, or governmental notifications relating to violations of environmental law?			
12. Are there any hazardous substances or petroleum products on the property? Have any environmental violations been observed on the property?			
13. Have there been any past releases of hazardous substances or petroleum products on the property, or have any migrated to the property?			
14. Is waste water discharged from the property to an adjacent property (not including storm water into a storm water sewer system)?			

ITEMS	YES	NO	COMMENTS
15. Are there any hazardous substances or petroleum products, unidentified waste materials, tires, automotive or industrial batteries, or other waste materials that have been dumped (above grade), buried, or burned on the property?			
16. Is there a transformer, capacitor, or any other electrical equipment on the property that may contain PCBs?			
17. Are there damaged building materials that may contain asbestos, such as damaged floor or ceiling tiles, insulation, or pipe wrap?			
18. Do the buildings on the property show radon levels exceeding 4.0 pCi/l?			
19. Does the property fail to comply with applicable environmental lead testing regulations?			
20. Has lead-based paint been used in buildings on the property? Were the buildings constructed prior to 1978?			
21. Has the property been used for farming during the last 10 years?			
22. Have any pesticides or commercial fertilizers been used on the property during the last 10 years? If yes, identify.			
23. Have pesticides or commercial fertilizers been stored on the property?			
24. Does the data gathered from governmental agencies and other sources show any on-site or off-site environmental hazards?			
25. Are there any wetland areas or any threatened or endangered species on or near the property?			
26. Is there any evidence of mold growth in buildings or water damage that may indicate concealed mold growth?			
27. Is there any evidence of chemical odors, residue, or stains in the buildings, which may indicate a potential misuse of chemicals such as a methamphetamine laboratory?			

Note: Questions have been derived from ASTM Transaction Questionnaire (ASTM E1528-14, pages 8–12).

Signature of Church employee or outsourced partner	Date
--	------

Report Cover Letter

[Your letterhead]

Report on property [property number]

[Your organization] is providing the attached information from an environmental assessment of the **[type of property]** located at **[address]** for informational purposes only. This information in no way substitutes for any other party's environmental assessment. We make no representations or warranties regarding the attached information. Reliance on any of the attached information will be at the user's own risk, and we will not be liable for such reliance.

Risk Analysis Form

Reviewer's name	Date
Property identification (address may be sufficient)	Identification number for tracking the property
<p>1. Identify the facts found through the environmental assessment process that indicate the property may have environmental problems, including the possible nature, scope, and extent of the problem. Please include the following:</p> <ul style="list-style-type: none"> a. When the hazardous material was released and if that release is continuing. b. Whether appropriate authorities have been notified. c. Whether actions have or will be taken to prevent future releases and to prevent exposure to humans, the environment, and natural resources. d. The willingness of the landowner and others to cooperate with individuals authorized to respond to and remediate the contamination. e. Whether institutional controls or land restrictions have been implemented to address the contamination. f. Whether the Church has any affiliation (contractual, corporate, financial, or otherwise) with the person or entity responsible for the contamination. g. Whether the purchase price of the property has been reduced as a result of the contamination. 	
2. Describe how these facts might incur environmental liability for the institution.	
3. Discuss relevant business considerations in determining whether to buy this property.	
4. Identify those individuals you consulted in making this risk assessment.	
5. Include comments of the Risk Management Division and the Natural Resources Services, if a Phase II environmental site assessment has been conducted.	
6. Based on any environmental risks posed by the property, should the institution buy this property? Briefly explain your reasoning.	

Environmental Risk Reports

Typically, the consultant will include the Environmental Data Resources, Inc. (EDR) report as part of his or her environmental site assessment.

The following is provided to help specify what information should be included in the environmental site assessment. It also explains how to order a report if preliminary environmental information on a property is needed. If you have any questions, contact the Risk Management Division or Natural Resources Services at Church headquarters (see page 1).

Environmental Data Resources, Inc. (EDR) is the Church's environmental risk report vendor. The Church has an annual OnDemand contract with EDR.

ENVIRONMENTAL DATA RESOURCES, INC.

3530 Post Road

Southport, CT 06490

1-800-282-2876

1-800-352-0050

Fax: 1-800-231-6802

To order a database search on the internet:

1. Access EDR at <http://www.edrnet.com/>.
2. Enter your user name and password. If you need the Church account number, password, and OnDemand instructions, contact the Church's EDR account executive at 1-866-783-3708.
3. Follow the EDR OnDemand instructions.

Environmental Site Assessment Consultants

This section provides information about consultants who will provide environmental site assessments. For questions on environmental site assessments, contact the Risk Management Division or Natural Resources Services at Church headquarters (see page 1).

Introduction

The Church of Jesus Christ of Latter-day Saints has signed contracts with the consultants listed below to provide environmental site assessments. These consultants have been selected as the most qualified and cost competitive, and they are available for work in all 50 states. The contracts were negotiated by the Church's Purchasing Division to ensure the consultants' companies have adequate insurance and to protect the Church legally.

The contracts include a standard statement of work summary for assessment consultants and an environmental site assessment authorization. The environmental site assessment authorization should be used when requesting an assessment. Please use only these consultants for environmental site assessments. **The pricing shown in the fee schedule (see page 17) is CONFIDENTIAL and should not be shared. Also, do not negotiate the contracted standard price for a Phase I environmental site assessment or predetermined additional costs.**

Consultants

CARDNO

1142 West 2320 South, Suite A
West Valley City, Utah 84119

Contact: Russ Hamblin

Phone: 801-519-4266

Mobile: 801-703-4487

Fax: 801-973-1095

Email: russ.hamblin@cardno.com

Internet: www.cardno.com

See their website for other office locations.

TRC COMPANIES, INC.

7600 North 16th Street, Suite 110
Phoenix, Arizona 85020

Contact: Josh Lewis

Phone: 602-266-8288, ext. 209

Cellular: 303-323-5644

Fax: 602-266-9355

Email: jlewis@trcsolutions.com

Internet: www.trcsolutions.com

See their website for other office locations.

TERRACON CONSULTANTS, INC.

6949 South High Tech Drive, Suite 100
Midvale, Utah 84047

Contact: Craig Eaton

Phone: 1-801-746-5466

Cellular: 1-801-633-9396

Fax: 1-801-466-9616

Email: cdeaton@terracon.com

Internet: www.terracon.com

See their website for other office locations.

Statement of Work Summary for Environmental Site Assessment Consultants

I. SCOPE OF WORK

- A. **Standard practice:** Environmental site assessments will be conducted in conformance with the American Society of Testing and Materials (ASTM) Standard Practice for Environmental Site Assessments: Phase 1 Environmental Site Assessment Process E1527-13, EPA 40 CFR Part 312 Standards and Practices for All Appropriate Inquires (see pages 19–20 for detailed checklist) and the *Church Environmental Site Assessment Guidelines* by The Church of Jesus Christ of Latter-day Saints, latest version.
- B. **Land title records:** Recorded land title records for the last 40 years will normally be provided by the Church. If the Church does not provide the title search, the contractor will order the title search and charge the Church for this service as an additional cost.
- C. **Environmental database search:** The contractor will supply the EDR Radius Map Report with GeoCheck® and database report as part of the standard price.

The contractor will request the report from the following vendor:

ENVIRONMENTAL DATA RESOURCES, INC.

3530 Post Road

Southport, CT 06490

Phone: 1-800-284-2876

Cellular: 1-800-352-0050

Fax: 1-800-231-6802

II. FEE SCHEDULE

The work will be conducted according to the following fee schedule:

- A. Standard price for all Phase I environmental site assessments pursuant to the standards set forth in ASTM E1527-13 within the contractor's service area is listed below for each consultant. Excess mileage costs are covered under Additional Costs "F." These fees will include all travel expenses. Should airline fees be exorbitantly excessive, then the additional costs will be approved *beforehand*. Phase I ESAs will be performed in conformance with ASTM E1527-13 guidelines. The cost of Sanborn Maps, if required, will be an additional cost.

III. ADDITIONAL COSTS

- A. **Property Type:** The standard price will include undeveloped, residential, and commercial properties. Industrial properties, and properties in close proximity to current or suspected former industrial sites, will be treated as exceptions with the expectation that the contractor will pass on actual reasonable additional costs.

- B. **Acreage:** The standard price includes properties up to 20 acres. Above that will be treated as an exception with the expectation that the contractor will pass on actual reasonable additional costs.
- C. **Buildings:** The standard price will include properties up to 5,000 square feet in total building floor space. This will include properties for mission homes, which will be in the same pricing category as meetinghouses, seminaries, and institutes. Above that will be treated as an exception with the expectation that the contractor will pass on actual reasonable additional costs.
- D. **Building Age:** The standard price will include properties with buildings up to 35 years old. Beyond that will be treated as an exception with the expectation that the contractor will pass on actual reasonable additional costs.
- E. **Turnaround Time:** The standard price includes a three-week turnaround from the date the assessment is requested. Allowances will be made for delays or special requirements of California state agencies. Shorter required turnaround time will be treated as an additional cost with the expectation that the contractor will pass on actual reasonable additional costs.
- F. **Local Mileage:** The standard price will include local mileage up to 150 miles radius from any contractor office. Miles beyond the 150 base miles will be billed at the standard IRS rate.
- G. **Additional Work and Testing:** Cost for additional tests—including sampling of surface and subsurface soil, PCBs, asbestos, lead-based paint, radon, wetlands verification, lead in drinking water, and so on—will be treated as an additional cost with the expectation that the contractor will pass on actual reasonable additional costs.
- H. **Overhead:** Overhead for additional cost beyond the items included in the standard price will be 10%.

IV. VOLUME DISCOUNTS

Contact the Risk Management Division or Natural Resource Services for information on volume discounts.

Innocent Owner/Operator Program—Environmental Site Assessment Report Checklist

Reports are to be bound (spiral or equivalent), have a table of contents, and include tabs for appendices.

<input type="checkbox"/>	<p>1. Executive summary Include a concise overview summarizing key data involving contamination.</p>
<input type="checkbox"/>	<p>2. Introduction and background Include an overview of the purpose of the investigation, a summary of services provided, and a rationale for sample collection.</p>
<input type="checkbox"/>	<p>3. Site description Include a physical location and description as well as current and historical business operations with potential contamination sources. Detail property features, including topography, groundwater and surface water, soil type, climate, buildings, roads, and capital improvements. Give the present use of the property and use of neighboring lands.</p>
<input type="checkbox"/>	<p>4. User-provided information Perform a title search for records, liens, or use limitations.</p>
<input type="checkbox"/>	<p>5. Records review Include a review of federal, state, tribal, and local government records. Include documents such as aerial photos, fire insurance maps, building department records, chain of title, and land use documents. The records must cover as far back in history as the property had structures or was first used for residential, agricultural, commercial, industrial, or governmental purposes. Document any environmental cleanup liens.</p>
<input type="checkbox"/>	<p>6. Site reconnaissance Include the method of sampling and written documentation of the visual inspection of the property and the adjoining properties, including commonly known or reasonably ascertained information, the presence of any obvious contamination, and the ability to detect contamination.</p>
<input type="checkbox"/>	<p>7. Interviews Include the details obtained from interviews with past and present owners, occupants, residents, government personnel, neighbors (if the property has been abandoned), and others.</p>
<input type="checkbox"/>	<p>8. Evaluation Include an opinion from the environmental professional about the release of hazardous substances and the conditions surrounding the release, any health risks (based on the contractor’s analytical results), and a proposal for appropriate controls. Also have the contractor detail any data gaps and include his or her qualifications as an environmental professional, with the following statement as per 40 CFR 312.21(d):</p> <p>“[I, We] declare that to the best of [my, our] professional knowledge and belief, [I, we] meet the definition of environmental professional as defined in § 312.10 of this part.”</p> <p>“[I, We] have the specific qualifications based on education, training, and experience to assess a property of the nature, history, and setting of the subject property. [I, We] have developed and performed all appropriate inquiries in conformance with the standards and practices set forth in 40 CFR Part 312.21(d) (3).”</p>

<input type="checkbox"/>	<p>9. Conclusions The impact of environmental contamination on the property is discussed in the conclusions section of the report. Discuss the logic used to evaluate the results and form the conclusions made in the assessment. The following statements, or statements similar, should be included as per ASTM E1527-13 12.8.1:</p> <p>“We have performed a Phase I environmental site assessment in conformance with the scope and limitations of ASTM E1527 of [insert address or legal description], the ‘property.’ Any exceptions to or deletions from this practice are described in section [_] of this report. This assessment has revealed no evidence of recognized environmental conditions in connection with the property” [or “This assessment has revealed no evidence of recognized environmental conditions in connection with the property except for the following: (list)”].</p>
<input type="checkbox"/>	<p>10. Non-scope services Detail any additions, deletions, or client-imposed restrictions.</p>
<input type="checkbox"/>	<p>11. Additional services Include additional services in the report only if specified in the contract between the Church and the environmental professional.</p>
<input type="checkbox"/>	<p>12. References Published references used to prepare Phase I environmental site assessments should be annotated so they can be found by other parties.</p>
<input type="checkbox"/>	<p>13. Signature and qualifications of the professional Note that contractors must have specific certification, licenses, education, and experience.</p>
<input type="checkbox"/>	<p>14. Tables and figures Include a tabular summary of analytical results as well as maps and figures with the sample points clearly marked.</p>
<input type="checkbox"/>	<p>15. Appendices</p> <ul style="list-style-type: none"> a. Environmental database search report and other regulatory records documentation b. Site photographs c. Field notes d. Sampling methods, decontamination methods, and quality assurance procedures (if applicable): Include description of soil boring, well installation methods, and sampling methods. Discuss the results of rinsate samples, field blanks, duplicate samples, and other QA/QC samples; also discuss the results of quality assurance samples in terms of precision, accuracy, completeness, representativeness, and comparability. e. Soil boring and well installation logs (if applicable): Complete a description of the lithology encountered, screening readings on the log with a sample description, and the first encountered and static water noted on boring well. f. Supporting laboratory analytical data and custody forms (if applicable)

Under 40 CFR § 312.20(3)(b), inquiries must be conducted or updated within 180 days of and prior to the date of acquisition of the subject property.

Environmental Site Assessment Authorization

This authorization should be given to the environmental consultant each time an environmental site assessment is requested.

Date	Date required (Standard turnaround time is three weeks)	Property no.
Church representative		Contractor
Address		Address

Pursuant to the agreement for environmental services effective November 1, 2016, until October 31, 2019, by and between The Church of Jesus Christ of Latter-day Saints, a Utah Corporation Sole (“the “Church”), and your firm (“the contractor”), you are hereby authorized to initiate a “Phase I environmental assessment,” as that term is defined in the agreement, for the property described below.

Property description (To be completed by Church representative)		Address of property
Is a legal description attached? <input type="checkbox"/> Yes <input type="checkbox"/> No	Is a reasonably ascertainable title search (back to 1960) attached? <input type="checkbox"/> Yes <input type="checkbox"/> No	County where property is located
Number of acres ¹	Building floor space in square feet	Building age in years
Describe buildings and structures	Property type: <input type="checkbox"/> Residential <input type="checkbox"/> Multifamily residential <input type="checkbox"/> Commercial <input type="checkbox"/> Agricultural <input type="checkbox"/> Industrial	Additional work or testing: <input type="checkbox"/> Surface and subsurface soil sampling <input type="checkbox"/> PCBs <input type="checkbox"/> Cursory asbestos survey <input type="checkbox"/> Lead-based paint testing <input type="checkbox"/> Radon testing <input type="checkbox"/> Wetlands verification <input type="checkbox"/> Lead in drinking water testing <input type="checkbox"/> Microbiological (mold) testing
Access to property: <input type="checkbox"/> Is not a problem <input type="checkbox"/> Is a problem. Explain:	To gain access to property, contact Name Address Telephone	Comments or additional information

¹ If the property at issue consists of forested or rural property larger than 120 acres in size, ask the consultant to consider whether ASTM E 2247-08 standard should apply (rather than ASTM E1527-13).

COST ESTIMATE (TO BE COMPLETED BY CONTRACTOR)	AMOUNT	COMMENTS OR ADDITIONAL INFORMATION
Standard price	\$	
Property greater than 20 acres	\$	
Total building floor space greater than 5,000 square feet	\$	
Building older than 35 years	\$	
Turnaround time less than three weeks	\$	
Local mileage for property more than 150 miles from office (use standard IRS rate)	\$	
Additional work and testing	\$	
Plus 10 percent overhead on additional costs	\$	
Less volume discounts	\$	
Total cost	\$	

CHURCH CONSENT	CONTRACTOR CONSENT
Signature	Signature
Job title	Job title
Date	Date

THE CHURCH OF
JESUS CHRIST
OF LATTER-DAY SAINTS