

Amanda Provisal

From: Donna McRae
Sent: Thursday, December 18, 2025 4:05 PM
To: Scott M. Werley, P.G.; Amanda Provisal; Michelle Fleener; Liz Blandford, P.E.
Cc: Lindsey Brooke Thompson, REM; Mark Lusk, P.E., P.G.
Subject: RE: [EXTERNAL] RE: CVADD: Environmental Consulting/Engineering Firms for an Area-Wide Brownfields Program
Attachments: CVADD Cost Proposal.pdf; CVADD Brownfields FINAL 5 copies.pdf; CVADD Brownfields ORIGINAL.pdf; 2025 CVADD Brownfields DELIVERY INSTRUCTIONS HIGHLIGHTED.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Amanda,

Thanks so much for getting this across the finish line! I suggest FedExing this first priority overnight after it is printed tomorrow. Also, please add my email address to the tracking, if the printing and envelope instructions are highlighted in the attached "2025 CVADD Brownfields DELIVERY INSTRUCTIONS HIGHLIGHTED.pdf" file but I'll also summarize below. You'll be shipping 1 original (with the replaced letter w/ Mark's signature), 5 copies, and 1 copy of the Cost Proposal in a separate envelope (inside the same FedEx envelope):

To be shipped to:

Whitney Chesnut, Executive Director
Cumberland Valley Area Development District
342 Old Whitley Road
London, KY 40744.

On the outside of the FedEx envelope, please add large text stating:
CUMBERLAND VALLEY AREA DEVELOPMENT DISTRICT
RESPONSE TO REQUEST FOR PROPOSALS FOR
PROFESSIONAL CONSULTING SERVICES
TO SUPPORT THE CVADD EPA BROWNFIELD ASSESSMENT GRANT
December 23, 2025 4:30 PM

INSIDE the FedEx Envelope should be 2 inner envelopes.

1) One with the cost proposal inside and on an ECS label the following text: Done ✓

CUMBERLAND VALLEY AREA DEVELOPMENT DISTRICT
COST PROPOSAL
RESPONSE TO REQUEST FOR PROPOSALS FOR
PROFESSIONAL CONSULTING SERVICES
TO SUPPORT THE CVADD EPA BROWNFIELD ASSESSMENT GRANT
December 23, 2025 4:30 PM

2) Second envelope with:
• one Original (Mark Lusk is overwriting you an original signature on the cover letter to replace the MARKED signature page in the CVADD Brownfields ORIGINAL.pdf file) Done ✓
• five copies of the CVADD Brownfields FINAL 5 copies.pdf file