



Thomas Mix

Program Manager

EDUCATION

B.A. 1972 San Francisco State University, B.S. Psychology, Minor Sociology
A.A. 1970 Community College of Marin, A.A. General Studies

EXPERIENCE SUMMARY

Converse Consultants (2006 – Present) Mr. Mix has worked as National Brownfields Program Director for Converse Consultants. He provides overall project management and direction and serves as technical liaison for work conducted on behalf of communities that have received a U.S. Environmental Protection Agency (EPA) Brownfields Site Assessment or Cleanup grant.

PROFESSIONAL EXPERIENCE

Mr. Mix has served as the Program Manager for the following EPA Brownfields Community-Wide Site Assessment Grants performing critical project management under the grant, preparing QAPPs, reviewing FSPs, technical review of Phase I/Phase II ESA reports, Quarterly Report writing, Weekly Reports, and preparing Final Project Reports for: Grass Valley, CA; Rialto, CA; Firebaugh, CA; Northern Nevada Development Authority; Western Nevada Development Districts; Mineral County, NV; City of Sparks, NV; Lyon County, NV; and Carlin, NV.

RELEVANT EXPERIENCE

Western Nevada Development District (WNDD) Brownfields Coalition Community Wide Assessment Grant (Ongoing): In September 2019, Converse was retained by WNDD as Prime Consultant to conduct grant work for properties in the City of Lovelock and Pershing County. As Project Manager, Mr. Mix is responsible for the overall management and success of work under NNDA's EPA Brownfields Coalition Site Assessment Hazardous Materials and Petroleum Product grants that included Lyon County and Churchill County, NV. His duties included management of the grant; inventorying, evaluating, and ranking high priority properties for assessments; preparing Site Eligibility Determination Checklist forms for Phase I ESAs; preparing a Quality Assurance Project Plan (QAPP) and Field Sampling Plans/Health and Safety Plan (FSP/HSP) documents for target Phase II properties; conducting Phase I & II ESA investigations; preparing site cleanup/reuse plans; Community Outreach activities, and a Community Outreach Plan. Mr. Mix also prepared weekly project reports for Coalition management and staff and preparing quarterly progress reports to EPA. Annual financial status and MBE/WBE utilization reports were also prepared for the grantee and EPA, Region 9.

Northern Nevada Development Authority Brownfields Coalition Community Wide Assessment Grant (Ongoing): In March 2019, Converse was retained by NNDA and its coalition members to conduct work under its Brownfields Community-Wide Site Assessment Coalition grant in Churchill County and Lyon County. As Project Manager, Mr. Mix is responsible for the overall management and success of work under NNDA's EPA Brownfields Coalition Site Assessment Hazardous Materials and Petroleum Product grants that included Lyon County and Churchill County, NV. His duties included management of the grant; inventorying, evaluating, and ranking high priority properties for assessments; preparing Site

Eligibility Determination Checklist forms for Phase I ESAs; preparing a Quality Assurance Project Plan (QAPP) and Field Sampling Plans/Health and Safety Plan (FSP/HSP) documents for target Phase II properties; conducting Phase I & II ESA investigations; preparing site cleanup/reuse plans; Community Outreach activities, and a Community Outreach Plan. Mr. Mix also prepared weekly project reports for Coalition management and staff and preparing quarterly progress reports to EPA. Annual financial status and MBE/WBE utilization reports were also prepared for the grantee and EPA, Region 9.

Northern Nevada Development Authority Brownfields Coalition Community Wide Assessment Grant (Ongoing): In 2018, Converse was retained by the NNDA to conduct grant work for properties in Douglas County and Carson City. Mr. Mix, as Programmatic Project Manager, is responsible for the overall management and success of work under NNDA's EPA Brownfields Coalition Site Assessment Hazardous Materials and Petroleum Product grants that included Lyon County and Churchill County, NV. His duties included management of the grant; inventorying, evaluating, and ranking high priority properties for assessments; preparing Site Eligibility Determination Checklist forms for Phase I ESAs; preparing a Quality Assurance Project Plan (QAPP) and Field Sampling Plans/Health and Safety Plan (FSP/HSP) documents for target Phase II properties; conducting Phase I & II ESA investigations; preparing site cleanup/reuse plans; Community Outreach activities, and a Community Outreach Plan. Mr. Mix also prepared weekly project reports for Coalition management and staff and preparing of quarterly progress reports to EPA. Annual financial status and MBE/WBE utilization reports were also prepared for the grantee and EPA, Region 9.

Northern Nevada Development Authority Brownfields Coalition Community Wide Assessment Grant: In June 2015, Converse was retained by the NNDA to conduct work under its Brownfields Community-Wide Site Assessment grant for properties in Lyon County and Churchill County. Mr. Mix, as Programmatic Project Manager, was responsible for the overall management and success of work under NNDA's EPA Brownfields Coalition Site Assessment Hazardous Materials and Petroleum Product grants that included Lyon County and Churchill County, NV. His duties included administering candidate Brownfields site inventory, Phase I ESA, Phase II ESA, Clean-Up Planning, Community Outreach and Involvement activities. Work included completing 20 Phase I ESAs, 10 Phase II ESAs, 5 Analysis of Brownfields Cleanup Alternatives (ABCAs), and 5 Reuse Plans. It also included: management of the grant; inventorying, evaluating, and ranking high priority properties for site assessments using weighted evaluation criteria; preparing Site Eligibility Determination Checklist forms for sites selected for Phase I ESAs; preparing a comprehensive QAPP and FSP/HSP documents for target Phase II properties; assisting with Community Outreach and Involvement activities, including preparing a community Outreach Plan; and, preparation of quarterly progress reports. Annual financial status and MBE/WBE utilization reports were prepared for the grantee and EPA, Region 9.

Lyon County – Brownfields Coalition Community Wide Assessment Grant for Petroleum Products: In January 2011, Converse was retained by the Lyon County Brownfields Coalition, which includes its coalition partners, the City of Fernley and the City of Yerington, to conduct work under its Brownfields Community-Wide Site Assessment grant. Mr. Mix, as Programmatic Project Manager, was responsible for the overall management and success of work under NNDA's EPA Brownfields Coalition Site Assessment Hazardous Materials and Petroleum Product grants that included Lyon County and Churchill County, NV. His duties included management of the grant; inventorying, evaluating, and ranking high priority properties for assessments; preparing Site Eligibility Determination Checklist forms for Phase I ESAs; preparing a Quality Assurance Project Plan (QAPP) and Field Sampling Plans/Health and Safety Plan (FSP/HSP) documents for target Phase II properties; conducting Phase I & II ESA investigations; preparing site cleanup/reuse plans; Community Outreach activities, and a Community Outreach Plan.

Mr. Mix also prepared weekly project reports for Coalition management and staff and assisting with the preparation of quarterly progress reports. Annual financial status and MBE/WBE utilization reports were also prepared for the grantee and EPA, Region 9.

City of Carlin, NV – EPA Brownfields Community-Wide Site Assessment grants for Hazardous Substances and Petroleum Products. Converse was retained by the City of Carlin as Prime Consultant to conduct all phases of EPA Brownfields grant work for properties in the City of Carlin. As Project Manager, Mr. Mix was responsible for the overall management and success of work under the City's EPA Brownfields Site Assessment Hazardous Materials and Petroleum Product grants. His duties included management of the grant; inventorying, evaluating, and ranking high priority properties for assessments; preparing Site Eligibility Determination Checklist forms for Phase I ESAs; preparing a Quality Assurance Project Plan (QAPP) and Field Sampling Plans/Health and Safety Plan (FSP/HSP) documents for target Phase II properties; conducting Phase I & II ESA investigations; preparing site cleanup/reuse plans; Community Outreach activities, and a Community Outreach Plan. Mr. Mix also prepared weekly project reports for City management and staff and assisted in the preparation of Brownfields quarterly progress reports to EPA. Annual financial status and MBE/WBE utilization reports were also prepared for the grantee and EPA, Region 9.

City of Sparks, Washoe County, NV – Brownfields Community-Wide Site Assessment Grants, Hazardous Substances & Petroleum: Converse was retained by the City of Sparks, NV as Prime Consultant to conduct all phases of EPA Brownfields grant work for properties in the City. As Project Manager, Mr. Mix was responsible for the overall management and success of work under the City's EPA Brownfields Site Assessment Hazardous Materials and Petroleum Product grants. His duties included management of the grant; inventorying, evaluating, and ranking high priority properties for assessments; preparing Site Eligibility Determination Checklist forms for Phase I ESAs; preparing a Quality Assurance Project Plan (QAPP) and Field Sampling Plans/Health and Safety Plan (FSP/HSP) documents for target Phase II properties; conducting Phase I & II ESA investigations; preparing site cleanup/reuse plans; Community Outreach activities, and a Community Outreach Plan. Mr. Mix also prepared weekly project reports for City management and staff and assisted in the preparation of Brownfields quarterly progress reports to EPA. Annual financial status and MBE/WBE utilization reports were also prepared for the grantee and EPA, Region 9.

Mineral County, Nevada: U.S. EPA Brownfields Community-Wide Site Assessment grants for Hazardous Substances and Petroleum Products (EPA Region 9) – Mr. Mix, as Programmatic Project Manager, is responsible for the overall management and success of work under Mineral County's EPA Brownfields Site Assessment Hazardous Materials and Petroleum Product grants. His duties included assistance during the grant writing process and peer review; administering site inventory, Phase I ESA, Phase II ESA, Clean-Up Planning, Community Outreach and Involvement activities; and is directly involved with fulfilling EPA reporting requirements, including quarterly progress reports and updating EPA's national Assessment, Cleanup, Redevelopment Exchange System (ACRES) database. Also under the EPA Brownfields program, Converse was able to implement a renewable energy program for Mineral County.

City of Grass Valley, California: U.S. EPA Brownfields Community-Wide Site Assessment grants for Hazardous Substances and Petroleum Products (EPA Region 9) – Mr. Mix, as Programmatic Project Manager, is responsible for the overall management and success of work under City of Grass Valley's EPA Brownfields Site Assessment Hazardous Materials and Petroleum Product grants. His duties included assistance during the grant writing process and peer review; administering site inventory,

Phase I ESA, Phase II ESA, Clean-Up Planning, Community Outreach and Involvement activities; giving Brownfields presentations as part of Community Workshops; and, directly involved with fulfilling EPA reporting requirements, including quarterly progress reports and updating EPA's national Assessment, Cleanup, Redevelopment Exchange System (ACRES) database. **City of Firebaugh, California: U.S. EPA Brownfields Community-Wide Site Assessment grants for Hazardous Substances and Petroleum Products (EPA Region 9)** – Mr. Mix, as Programmatic Project Manager, is responsible for the overall management and success of work under the City of Firebaugh's EPA Brownfields Site Assessment Hazardous Materials and Petroleum Product grants. His duties included assistance during the grant writing process and peer review; administering site inventory, Phase I ESA, Phase II ESA, Clean-Up Planning, Community Outreach and Involvement activities; giving Brownfields presentations as part of Community Workshops; and directly involved with fulfilling EPA reporting requirements, including quarterly progress reports and updating EPA's national Assessment, Cleanup, Redevelopment Exchange System (ACRES) database.

City of Carson City, Nevada: Approved Application for U.S. EPA Brownfields Community-Wide Site Assessment Grant funding for Hazardous Substances and Petroleum Products (EPA Region 9) – Mr. Mix, as Project Director of Brownfields Services, was responsible for the overall success of a \$400,000 Brownfields Community-Wide Site Assessment grant awarded to Carson City to address Hazardous Substances and Petroleum Product sites. His duties included assistance during the grant writing process and peer review.

City of Sparks, Nevada: Approved Application for U.S. EPA Brownfields Community-Wide Site Assessment Grant funding for Hazardous Substances and Petroleum Products (EPA Region 9) – Mr. Mix, as Project Director of Brownfields Services, was responsible for the overall success of a \$400,000 Brownfields Community-Wide Site Assessment grant awarded to the City of Sparks to address Hazardous Substances and Petroleum Product sites. His duties included assistance during the grant writing process and peer review.

Lyon County, Nevada: Approved Application for U.S. EPA Brownfields Community-Wide Coalition Site Assessment Grant funding for Hazardous Substances and Petroleum Products (EPA Region 9) – Mr. Mix, as Project Director of Brownfields Services, was responsible for the overall success of a \$400,000 Brownfields Community-Wide Site Assessment grant awarded to Lyon County to address Hazardous Substances and Petroleum Product sites. His duties included assistance during the grant writing process and peer review.

Los Angeles County, California: Approved Application for U.S. EPA Brownfields Community-Wide Site Assessment Grant funding for Hazardous Substances and Petroleum Products (EPA Region 9) – Mr. Mix, as Project Director of Brownfields Services, was responsible for the overall success of the \$400K grant award to Los Angeles County. This was a grant re-write and his duties included an extensive QA/QC peer review and assistance during the grant re-writing process.

City of San Pablo, California: Approved Application for U.S. EPA Brownfields Community-Wide Site Assessment Grant funding for Hazardous Substances and Petroleum Products (EPA Region 9) – Mr. Mix, as Project Director of Brownfields Services, was responsible for the overall success of a \$400,000 Brownfields Community-Wide Site Assessment grant awarded to San Pablo to address Hazardous Substances and Petroleum Product sites. His duties included assistance during the grant writing process and peer review.

Riverside Redevelopment Agency, California: Approved Application for U.S. EPA Brownfields Community-Wide Site Assessment Grant funding for Hazardous Substances and Petroleum Products (EPA Region 9) – Mr. Mix, as Project Director of Brownfields Services, was responsible for helping the

Redevelopment Agency obtain a \$400,000 Brownfields Community-Wide Site Assessment grant to address Hazardous Substances and Petroleum Product sites. His duties included a QA/QC review of a draft application prepared by the RDA.

PAST EXPERIENCE

January 2005- October 2006. Retired from Federal Government after 30 years of service, including 29 years at U.S. Environmental Protection Agency, Region 9, San Francisco

June 1993 - January 2005. EPA, Region 9. Senior Brownfields Coordinator, Superfund Division. Managed and negotiated work plans for EPA Brownfield grants to State, local agencies and communities for Brownfields Assessment, Cleanup and Revolving Loan Fund activities.

May 1988 - May 1993. Chief Site Evaluation Section, Superfund Division. Managed EPA Region 9 program to evaluate potential hazardous waste sites for response actions under the EPA Superfund.

July 1981 - April 1988 Superfund Remedial Project Manager. U.S. Environmental Protection Agency, Superfund Division. Coordinated the respective EPA/DTSC Superfund programs.

AWARDS, HONORS, RECOGNITION

1998, 2000: Regional Administrator's Ambassador Award

2000 National Partnership for Reinventing Government from Vice President Al Gore

