

ALAMEDA COUNTY  
**HEALTH CARE SERVICES**  
AGENCY  
ALEX BRISCOE, Agency Director



ENVIRONMENTAL HEALTH SERVICES  
ENVIRONMENTAL PROTECTION  
1131 Harbor Bay Parkway, Suite 250  
Alameda, CA 94502-6577  
(510) 567-6700  
FAX (510) 337-933

March 30, 2015

Jamee Inc.  
Attn: Kham Van Thai  
3070 Fruitvale Ave.  
Oakland, CA 94602

TOSCO Corporation  
(c/o: Property Tax Dept. / DC17)  
PO Box 52085  
Phoenix, AZ 85072

Union Oil Company of California  
PO Box 7600  
Los Angeles, CA 90051

Chevron Environmental Mgt. Co.  
Attn: Nicole Arceneaux  
6101 Bollinger Canyon Road  
San Ramon, CA 94583

ConocoPhillips  
Attn: Ed C. Ralston  
76 Broadway  
Sacramento, CA 95818

TOSCO Corporation  
Attn: Tina Berry  
2000 Crow Canyon Place, #400  
San Ramon, CA 94583

Subject: Fuel Leak Case No. RO0000298 and Geotracker Global ID T0600102156, UNOCAL #4625; 3070 Fruitvale Ave., Oakland, CA 94602; Add Responsible Parties

Dear Responsible Parties:

In a Notice of Responsibility (NOR) dated May 15, 1998, Tina Berry of TOSCO Corporation was notified that the above referenced site had been placed in the Local Oversight Program and that TOSCO Corporation was named as a Responsible Party for the fuel leak case.

Union Oil Company of California (through a merger is now Chevron Corp.) acquired the property in July 1971 and has been named an additional Responsible Party for the fuel leak case as defined under 23 C.C.R Sec. 2720. TOSCO Corporation (through a merger is now ConocoPhillips) acquired the property in April 1997 and was named as a Responsible Party for the fuel leak case as defined under 23 C.C.R Sec. 2720 in the NOR dated May 15, 1998. Jamee Inc. acquired the property in October 2003 and has also been named an additional Responsible Party for the fuel leak case as defined under 23 C.C.R Sec. 2720.

Please see Attachment A – Responsible Parties Data Sheet, which identifies all Responsible Parties and provides background on the unauthorized release and Responsible Party Identification.

Should you have any questions regarding this correspondence or your case, please call me at (510) 567-6764 or send an electronic mail message at [keith.nowell@acgov.org](mailto:keith.nowell@acgov.org).

Sincerely,

A handwritten signature in black ink that reads "Keith Nowell".

Keith Nowell, P.G.  
Hazardous Materials Specialist

NOR - Responsible Parties  
RO0000298  
March 30, 2015 Page 2

Enclosures: Notice of Responsibility  
Attachment A – Responsible Parties Data Sheet  
Attachment 1 – Responsible Party (ies) Legal Requirements / Obligations  
ACEH Cleanup Oversight Programs Electronic Report upload (ftp) Instructions

cc: Dilan Roe, ACEH (sent via electronic mail to: [dilan.roe@acgov.org](mailto:dilan.roe@acgov.org))  
Keith Nowell, ACEH (sent via electronic mail to: [keith.nowell@acgov.org](mailto:keith.nowell@acgov.org))  
Cindy Davis, SWRCB, (sent via electronic mail to: [cindy.davis@waterboards.ca.gov](mailto:cindy.davis@waterboards.ca.gov))  
Case Electronic File, GeoTracker

ALAMEDA COUNTY  
HEALTH CARE SERVICES



ENVIRONMENTAL HEALTH DEPARTMENT  
OFFICE OF THE DIRECTOR  
1131 HARBOR BAY PARKWAY  
ALAMEDA, CA 94502-6577  
(510) 567-6700  
FAX (510) 337-9335

AGENCY

ALEX BRISCOE, Agency Director

Certified Mail #:

March 30, 2015

**NOTICE OF RESPONSIBILITY**

Site Name & Address:

**UNOCAL #4625**  
**3070 FRUITVALE AVE**  
**Oakland, CA 94602**

**Local ID: RO0000298**  
**Related ID: 143**  
**RWQCB ID: 01-2346**  
**Global ID: T0600102156**

Responsible Party:

**UNION OIL COMPANY OF CALIFORNIA**  
**PO BOX 7600**  
**LOS ANGELES CA 90051-0600**

**Date First Reported: 5/1/1998**  
**Substance: 8006619 Gasoline-Automotive (motor gasoline and additives), leaded & unleaded**  
**Funding for Oversight: LOPS - LOP State Fund**  
**Multiple RPs?: Yes**

Pursuant to sections 25297.1 and 25297.15 of the Health and Safety Code, you are hereby notified that the above site has been placed in the Local Oversight Program and the individual(s) or entity(ies) shown above, or on the attached list, has (have) been identified as the party(ies) responsible for investigation and cleanup of the above site. Section 25297.15 further requires the primary or active Responsible Party to notify all current record owners of fee title before the local agency considers cleanup or site closure proposals or issues a closure letter. For purposes of implementing section 25297.15, this agency has identified UNION OIL COMPANY OF CALIFORNIA as the primary or active Responsible Party. It is the responsibility of the primary or active Responsible Party to submit a letter to this agency, within 20 calendar days of receipt of this notice that identifies all current record owners of fee title. It is also the responsibility of the primary or active Responsible Party to certify to the local agency that the required notifications have been made at the time a cleanup or site closure proposal is made or before the local agency makes a determination that no further action is required. If property ownership changes in the future, you must notify this local agency within 20 calendar days from when you are informed of the change.

Any action or inaction by this local agency associated with corrective action, including responsible party identification, is subject to petition to the State Water Resources Control Board. Petitions must be filed within 30 days from the date of the action/inaction. To obtain petition procedures, please FAX your request to the State Water Board at (916) 341-5808 or telephone (916) 341-5752.

Pursuant to section 25296.10(c)(6) of the Health and Safety Code, a responsible party may request the designation of an administering agency when required to conduct corrective action. Please contact this office for further information about the designation process.

Please contact your caseworker KEITH NOWELL at this office at (510) 567-6764 if you have questions regarding your site.

Date: 03-31-15

RONALD BROWDER, Acting Director  
Contract Project Director

Action: Update  
Reason: ADD

Attachment A: Responsible Parties Data Sheet

cc: Cindy Davis, SWRCB (email: cindy.davis@waterboards.ca.gov) | Dilan Roe (email: dilan.roe@acgov.org), File



AGENCY

ALEX BRISCOE, Agency Director

Certified Mail #:

March 30, 2015

**NOTICE OF RESPONSIBILITY**

Site Name & Address:

**UNOCAL #4625  
3070 FRUITVALE AVE  
Oakland, CA 94602**

**Local ID: RO0000298  
Related ID: 143  
RWQCB ID: 01-2346  
Global ID: T0600102156**

Responsible Party:

**CONOCOPHILLIPS  
ATTN: ED RALSTON  
76 BROADWAY  
SACRAMENTO CA 95818**

**Date First Reported: 5/1/1998  
Substance: 8006619 Gasoline-Automotive (motor gasoline and additives), leaded & unleaded  
Funding for Oversight: LOPS - LOP State Fund  
Multiple RPs?: Yes**

Pursuant to sections 25297.1 and 25297.15 of the Health and Safety Code, you are hereby notified that the above site has been placed in the Local Oversight Program and the individual(s) or entity(ies) shown above, or on the attached list, has (have) been identified as the party(ies) responsible for investigation and cleanup of the above site. Section 25297.15 further requires the primary or active Responsible Party to notify all current record owners of fee title before the local agency considers cleanup or site closure proposals or issues a closure letter. For purposes of implementing section 25297.15, this agency has identified CONOCOPHILLIPS as the primary or active Responsible Party. It is the responsibility of the primary or active Responsible Party to submit a letter to this agency, within 20 calendar days of receipt of this notice that identifies all current record owners of fee title. It is also the responsibility of the primary or active Responsible Party to certify to the local agency that the required notifications have been made at the time a cleanup or site closure proposal is made or before the local agency makes a determination that no further action is required. If property ownership changes in the future, you must notify this local agency within 20 calendar days from when you are informed of the change.

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Please contact your caseworker KEITH NOWELL at this office at (510) 567-6764 if you have questions regarding your site.

  
Date: 03-31-15  
RONALD BROWDER, Acting Director  
Contract Project Director

Action: Update  
Reason: ADD

Attachment A: Responsible Parties Data Sheet

cc: Cindy Davis, SWRCB (email: cindy.davis@waterboards.ca.gov) | Dilan Roe (email: dilan.roe@acgov.org), File



AGENCY

ALEX BRISCOE, Agency Director

Certified Mail #: 7009 2820 0001 4359 6576

March 30, 2015

**NOTICE OF RESPONSIBILITY**

<b>Site Name &amp; Address:</b> <b>UNOCAL #4625</b> <b>3070 FRUITVALE AVE</b> <b>Oakland, CA 94602</b>
---

<b>Local ID:</b>	<b>RO0000298</b>
<b>Related ID:</b>	<b>143</b>
<b>RWQCB ID:</b>	<b>01-2346</b>
<b>Global ID:</b>	<b>T0600102156</b>

Responsible Party:

**JAMEE INC.**  
**ATTN: KHAM VAN THAI**  
**3070 FRUITVALE AVE**  
**OAKLAND CA 94602-2111**

<b>Date First Reported:</b>	5/1/1998
<b>Substance:</b>	8006619 Gasoline-Automotive (motor gasoline and additives), leaded & unleaded
<b>Funding for Oversight:</b>	LOPS - LOP State Fund
<b>Multiple RPs?:</b>	Yes

Pursuant to sections 25297.1 and 25297.15 of the Health and Safety Code, you are hereby notified that the above site has been placed in the Local Oversight Program and the individual(s) or entity(ies) shown above, or on the attached list, has (have) been identified as the party(ies) responsible for investigation and cleanup of the above site. Section 25297.15 further requires the primary or active Responsible Party to notify all current record owners of fee title before the local agency considers cleanup or site closure proposals or issues a closure letter. For purposes of implementing section 25297.15, this agency has identified JAMEE INC. as the primary or active Responsible Party. It is the responsibility of the primary or active Responsible Party to submit a letter to this agency, within 20 calendar days of receipt of this notice that identifies all current record owners of fee title. It is also the responsibility of the primary or active Responsible Party to certify to the local agency that the required notifications have been made at the time a cleanup or site closure proposal is made or before the local agency makes a determination that no further action is required. If property ownership changes in the future, you must notify this local agency within 20 calendar days from when you are informed of the change.

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Date: 03-31-15

RONALD BROWDER, Acting Director  
Contract Project Director

Action:	Update
Reason:	ADD

Attachment A: Responsible Parties Data Sheet

cc: Cindy Davis, SWRCB (email: cindy.davis@waterboards.ca.gov) | Dilan Roe (email: dilan.roe@acgov.org), File



AGENCY

ALEX BRISCOE, Agency Director

Certified Mail #:

March 30, 2015

**NOTICE OF RESPONSIBILITY**

<b>Site Name &amp; Address:</b>
<b>UNOCAL #4625</b>
<b>3070 FRUITVALE AVE</b>
<b>Oakland, CA 94602</b>

<b>Local ID:</b>	<b>RO0000298</b>
<b>Related ID:</b>	<b>143</b>
<b>RWQCB ID:</b>	<b>01-2346</b>
<b>Global ID:</b>	<b>T0600102156</b>

Responsible Party:

**TOSCO CORPORATION**  
**C/O: PROPERTY TAX DEPT. / DC17**  
**PO BOX 52085**  
**PHOENIX AZ 85072**

<b>Date First Reported:</b>	<b>5/1/1998</b>
<b>Substance:</b>	<b>8006619 Gasoline-Automotive (motor gasoline and additives), leaded &amp; unleaded</b>
<b>Funding for Oversight:</b>	<b>LOPS - LOP State Fund</b>
<b>Multiple RPs?:</b>	<b>Yes</b>

Pursuant to sections 25297.1 and 25297.15 of the Health and Safety Code, you are hereby notified that the above site has been placed in the Local Oversight Program and the individual(s) or entity(ies) shown above, or on the attached list, has (have) been identified as the party(ies) responsible for investigation and cleanup of the above site. Section 25297.15 further requires the primary or active Responsible Party to notify all current record owners of fee title before the local agency considers cleanup or site closure proposals or issues a closure letter. For purposes of implementing section 25297.15, this agency has identified TOSCO CORPORATION as the primary or active Responsible Party. It is the responsibility of the primary or active Responsible Party to submit a letter to this agency, within 20 calendar days of receipt of this notice that identifies all current record owners of fee title. It is also the responsibility of the primary or active Responsible Party to certify to the local agency that the required notifications have been made at the time a cleanup or site closure proposal is made or before the local agency makes a determination that no further action is required. If property ownership changes in the future, you must notify this local agency within 20 calendar days from when you are informed of the change.

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Please contact your caseworker KEITH NOWELL at this office at (510) 567-6764 if you have questions regarding your site.

  
Date: 03/31/15  
RONALD BROWDER, Acting Director  
Contract Project Director

Action:	Update
Reason:	ADD

Attachment A: Responsible Parties Data Sheet

cc: Cindy Davis, SWRCB (email: cindy.davis@waterboards.ca.gov) | Dilan Roe (email: dilan.roe@acgov.org), File



AGENCY

ALEX BRISCOE, Agency Director

Certified Mail #:

March 30, 2015

**NOTICE OF RESPONSIBILITY**

<b>Site Name &amp; Address:</b> <b>UNOCAL #4625</b> <b>3070 FRUITVALE AVE</b> <b>Oakland, CA 94602</b>
---

<b>Local ID:</b>	<b>RO0000298</b>
<b>Related ID:</b>	<b>143</b>
<b>RWQCB ID:</b>	<b>01-2346</b>
<b>Global ID:</b>	<b>T0600102156</b>

Responsible Party:

**CHEVRON CORPORATION**  
**ATTN: NICOLE ARCENEUX**  
**6101 BOLLINGER CANYON RD, ROOM 5119**  
**SAN RAMON CA 94583**

<b>Date First Reported:</b>	<b>5/1/1998</b>
<b>Substance:</b>	<b>8006619 Gasoline-Automotive (motor gasoline and additives), leaded &amp; unleaded</b>
<b>Funding for Oversight:</b>	<b>LOPS - LOP State Fund</b>
<b>Multiple RPs?:</b>	<b>Yes</b>

Pursuant to sections 25297.1 and 25297.15 of the Health and Safety Code, you are hereby notified that the above site has been placed in the Local Oversight Program and the individual(s) or entity(ies) shown above, or on the attached list, has (have) been identified as the party(ies) responsible for investigation and cleanup of the above site. Section 25297.15 further requires the primary or active Responsible Party to notify all current record owners of fee title before the local agency considers cleanup or site closure proposals or issues a closure letter. For purposes of implementing section 25297.15, this agency has identified CHEVRON CORPORATION as the primary or active Responsible Party. It is the responsibility of the primary or active Responsible Party to submit a letter to this agency, within 20 calendar days of receipt of this notice that identifies all current record owners of fee title. It is also the responsibility of the primary or active Responsible Party to certify to the local agency that the required notifications have been made at the time a cleanup or site closure proposal is made or before the local agency makes a determination that no further action is required. If property ownership changes in the future, you must notify this local agency within 20 calendar days from when you are informed of the change.

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Pursuant to section 25296.10(c)(6) of the Health and Safety Code, a responsible party may request the designation of an administering agency when required to conduct corrective action. Please contact this office for further information about the designation process.

Please contact your caseworker KEITH NOWELL at this office at (510) 567-6764 if you have questions regarding your site.

  
RONALD BROWDER, Acting Director  
Contract Project Director

Date: 03-31-2015

<b>Action:</b>	<b>Update</b>
<b>Reason:</b>	<b>ADD</b>

Attachment A: Responsible Parties Data Sheet

cc: Cindy Davis, SWRCB (email: cindy.davis@waterboards.ca.gov) | Dilan Roe (email: dilan.roe@acgov.org), File



AGENCY

ALEX BRISCOE, Agency Director

Certified Mail #:

March 30, 2015

**NOTICE OF RESPONSIBILITY**

<b>Site Name &amp; Address:</b>
<b>UNOCAL #4625</b>
<b>3070 FRUITVALE AVE</b>
<b>Oakland, CA 94602</b>

<b>Local ID:</b>	<b>RO0000298</b>
<b>Related ID:</b>	<b>143</b>
<b>RWQCB ID:</b>	<b>01-2346</b>
<b>Global ID:</b>	<b>T0600102156</b>

Responsible Party:

**TOSCO CORPORATION**  
**ATTN: TINA BERRY**  
**2000 CROW CANYON PL #400**  
**SAN RAMON CA 94583**

<b>Date First Reported:</b>	5/1/1998
<b>Substance:</b>	8006619 Gasoline-Automotive (motor gasoline and additives), leaded & unleaded
<b>Funding for Oversight:</b>	LOPS - LOP State Fund
<b>Multiple RPs?:</b>	Yes

Pursuant to sections 25297.1 and 25297.15 of the Health and Safety Code, you are hereby notified that the above site has been placed in the Local Oversight Program and the individual(s) or entity(ies) shown above, or on the attached list, has (have) been identified as the party(ies) responsible for investigation and cleanup of the above site. Section 25297.15 further requires the primary or active Responsible Party to notify all current record owners of fee title before the local agency considers cleanup or site closure proposals or issues a closure letter. For purposes of implementing section 25297.15, this agency has identified TOSCO CORPORATION as the primary or active Responsible Party. It is the responsibility of the primary or active Responsible Party to submit a letter to this agency, within 20 calendar days of receipt of this notice that identifies all current record owners of fee title. It is also the responsibility of the primary or active Responsible Party to certify to the local agency that the required notifications have been made at the time a cleanup or site closure proposal is made or before the local agency makes a determination that no further action is required. If property ownership changes in the future, you must notify this local agency within 20 calendar days from when you are informed of the change.

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Pursuant to section 25296.10(c)(6) of the Health and Safety Code, a responsible party may request the designation of an administering agency when required to conduct corrective action. Please contact this office for further information about the designation process.

Please contact your caseworker KEITH NOWELL at this office at (510) 567-6764 if you have questions regarding your site.

*Ronald Browder* Date: *03-31-2015*

RONALD BROWDER, Acting Director  
Contract Project Director

Action:	Update
Reason:	ADD

Attachment A: Responsible Parties Data Sheet

cc: Cindy Davis, SWRCB (email: cindy.davis@waterboards.ca.gov) | Dilan Roe (email: dilan.roe@acgov.org), File



ALAMEDA COUNTY ENVIRONMENTAL HEALTH  
LUFT LOCAL OVERSIGHT PROGRAM

ATTACHMENT A - RESPONSIBLE PARTIES DATA SHEET

March 30, 2015

**Site Name & Address:**

**UNOCAL #4625  
3070 FRUITVALE AVE  
Oakland, CA 94602**

**Local ID: RO0000298**

**Related ID: 143**

**RWQCB ID: 01-2346**

**Global ID: T0600102156**

**All Responsible Parties**

---

**RP has been named a Primary RP – CONOCOPHILLIPS**  
**ATTN: ED RALSTON**  
76 BROADWAY | SACRAMENTO, CA 95818 | Phone (916) 558-7633

---

**RP has been named a Primary RP - JAMEE INC.**  
**ATTN: KHAM VAN THAI**  
3070 FRUITVALE AVE | OAKLAND, CA 94602-2111 | No Phone Number Listed

---

**RP has been named a Primary RP – UNION OIL COMPANY OF CALIFORNIA**  
PO BOX 7600 | LOS ANGELES, CA 90051-0600 | No Phone Number Listed

---

**RP has been named a Primary RP – TOSCO CORPORATION**  
**C/O: PROPERTY TAX DEPT. / DC17**  
PO BOX 52085 | PHOENIX, AZ 85072 | No Phone Number Listed

---

**RP has been named a Primary RP - CHEVRON CORPORATION**  
**ATTN: NICOLE ARCENEUX**  
6101 BOLLINGER CANYON RD, ROOM 5119 | SAN RAMON, CA 94583 | Phone (925) 790-6912

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**RP has been named a Primary RP - TOSCO CORPORATION**  
**ATTN: TINA BERRY**  
2000 CROW CANYON PL #400 | SAN RAMON, CA 94583 | No Phone Number Listed

---

## ATTACHMENT A - RESPONSIBLE PARTIES DATA SHEET (Continued)

March 30, 2015

### Responsible Party Identification Background

Alameda County Environmental Health (ACEH) names a "Responsible Party," as defined under 23 C.C.R Sec. 2720. Section 2720 defines a responsible party 4 ways. An RP can be:

1. "Any person who owns or operates an underground storage tank used for the storage of any hazardous substance."
2. "In the case of any underground storage tank no longer in use, any person who owned or operated the underground storage tank immediately before the discontinuation of its use."
3. "Any owner of property where an unauthorized release of a hazardous substance from an underground storage tank has occurred."
4. "Any person who had or has control over an underground storage tank at the time of or following an unauthorized release of a hazardous substance."

### Responsible Party Identification

#### Existence of Unauthorized Release

An active 76-branded service station (former TOSCO (UNOCAL) Service Station #4625) operates at the subject property located at 3070 Fruitvale Ave., Oakland, CA. A site assessment conducted in conjunction with the removal and replacement of two 10,000-gallon gasoline and one 550-gallon waste-oil UST, and product lines and dispensers in April and May 1998 revealed maximum soil concentrations of 1,700 milligrams per kilogram (mg/kg) total petroleum hydrocarbons as gasoline (TPH-g), 17 mg/kg benzene, 47 mg/kg ethylbenzene, 150 mg/kg methyl-tertiary-butyl-ether (MTBE), 200 mg/kg TPH as diesel (TPH-d), 2,200 micrograms per kilogram (ug/kg) naphthalene. These concentrations indicate an unauthorized release has occurred from the underground storage tank system at this site.

#### Responsible Party Identification

Union Oil Company of California (UNOCAL) acquired title of the property in July 1971. UNOCAL was acquired by ChevronTexaco Corporation which was later rebranded as Chevron Corporation. Chevron Corporation meets the definition of a responsible party for the site because it owned or operated an underground storage tank used for the storage of any hazardous substance (Definition 1), owned the property where an unauthorized release occurred (Definition 3).

TOSCO Corporation (c/o: Property Tax Dept. / DC 17) acquired title of the property in April 1997. Through a series of mergers, acquisitions, and spin offs, Union Oil Company of California (UNOCAL) divested certain refining and marketing assets to TOSCO, which was acquired by Phillips Petroleum, Phillips Petroleum merged with Conoco to form ConocoPhillips. ConocoPhillips meets the definition of a responsible party for the site because it owned or operated an underground storage tank used for the storage of any hazardous substance (Definition 1), owned the property where an unauthorized release occurred (Definition 3), and had control over an underground storage tank at the time of or following an unauthorized release of a hazardous substance (Definition 4).

Title of the property was acquired by Jamee Inc. in October 2003. Jamee Inc. is a responsible party because it currently owns the property where an unauthorized release of a hazardous substance from an underground storage tank has occurred (Definition 3).

## Attachment 1

### Responsible Party(ies) Legal Requirements / Obligations

#### REPORT REQUESTS

These reports are being requested pursuant to California Health and Safety Code Section 25296.10. 23 CCR Sections 2652 through 2654, and 2721 through 2728 outline the responsibilities of a responsible party in response to an unauthorized release from a petroleum UST system, and require your compliance with this request.

#### ELECTRONIC SUBMITTAL OF REPORTS

ACEH's Environmental Cleanup Oversight Programs (LOP and SLIC) require submission of reports in electronic form. The electronic copy replaces paper copies and is expected to be used for all public information requests, regulatory review, and compliance/enforcement activities. Instructions for submission of electronic documents to the Alameda County Environmental Cleanup Oversight Program FTP site are provided on the attached "Electronic Report Upload Instructions." Submission of reports to the Alameda County FTP site is an addition to existing requirements for electronic submittal of information to the State Water Resources Control Board (SWRCB) GeoTracker website. In September 2004, the SWRCB adopted regulations that require electronic submittal of information for all groundwater cleanup programs. For several years, responsible parties for cleanup of leaks from underground storage tanks (USTs) have been required to submit groundwater analytical data, surveyed locations of monitoring wells, and other data to the GeoTracker database over the Internet. Beginning July 1, 2005, these same reporting requirements were added to Spills, Leaks, Investigations, and Cleanup (SLIC) sites. Beginning July 1, 2005, electronic submittal of a complete copy of all reports for all sites is required in GeoTracker (in PDF format). Please visit the SWRCB website for more information on these requirements ([http://www.waterboards.ca.gov/water\\_issues/programs/ust/electronic\\_submittal/](http://www.waterboards.ca.gov/water_issues/programs/ust/electronic_submittal/)).

#### PERJURY STATEMENT

All work plans, technical reports, or technical documents submitted to ACEH must be accompanied by a cover letter from the responsible party that states, at a minimum, the following: "I declare, under penalty of perjury, that the information and/or recommendations contained in the attached document or report is true and correct to the best of my knowledge." This letter must be signed by an officer or legally authorized representative of your company. Please include a cover letter satisfying these requirements with all future reports and technical documents submitted for this fuel leak case.

#### PROFESSIONAL CERTIFICATION & CONCLUSIONS/RECOMMENDATIONS

The California Business and Professions Code (Sections 6735, 6835, and 7835.1) requires that work plans and technical or implementation reports containing geologic or engineering evaluations and/or judgments be performed under the direction of an appropriately registered or certified professional. For your submittal to be considered a valid technical report, you are to present site specific data, data interpretations, and recommendations prepared by an appropriately licensed professional and include the professional registration stamp, signature, and statement of professional certification. Please ensure all that all technical reports submitted for this fuel leak case meet this requirement.

#### UNDERGROUND STORAGE TANK CLEANUP FUND

Please note that delays in investigation, later reports, or enforcement actions may result in your becoming ineligible to receive grant money from the state's Underground Storage Tank Cleanup Fund (Senate Bill 2004) to reimburse you for the cost of cleanup.

#### AGENCY OVERSIGHT

If it appears as though significant delays are occurring or reports are not submitted as requested, we will consider referring your case to the Regional Board or other appropriate agency, including the County District Attorney, for possible enforcement actions. California Health and Safety Code, Section 25299.76 authorizes enforcement including administrative action or monetary penalties of up to \$10,000 per day for each day of violation.

<b>Alameda County Environmental Cleanup Oversight Programs (LOP and SLIC)</b>	<b>REVISION DATE:</b> May 15, 2014
	<b>ISSUE DATE:</b> July 5, 2005
	<b>PREVIOUS REVISIONS:</b> October 31, 2005; December 16, 2005; March 27, 2009; July 8, 2010, July 25, 2010
<b>SECTION:</b> Miscellaneous Administrative Topics & Procedures	<b>SUBJECT:</b> Electronic Report Upload (ftp) Instructions

The Alameda County Environmental Cleanup Oversight Programs (LOP and SLIC) require submission of all reports in electronic form to the county's ftp site. Paper copies of reports will no longer be accepted. The electronic copy replaces the paper copy and will be used for all public information requests, regulatory review, and compliance/enforcement activities.

## REQUIREMENTS

- **Please do not submit reports as attachments to electronic mail.**
- Entire report including cover letter must be submitted to the ftp site as a **single portable document format (PDF) with no password protection.**
- It is **preferable** that reports be converted to PDF format from their original format, (e.g., Microsoft Word) rather than scanned.
- **Signature pages and perjury statements must be included and have either original or electronic signature.**
- **Do not password protect the document.** Once indexed and inserted into the correct electronic case file, the document will be secured in compliance with the County's current security standards and a password. **Documents with password protection will not be accepted.**
- Each page in the PDF document should be rotated in the direction that will make it easiest to read on a computer monitor.
- Reports must be named and saved using the following naming convention:

RO#\_Report Name\_Year-Month-Date (e.g., RO#5555\_WorkPlan\_2005-06-14)

## Submission Instructions

- 1) Obtain User Name and Password
  - a) Contact the Alameda County Environmental Health Department to obtain a User Name and Password to upload files to the ftp site.
    - i) Send an e-mail to [deh.loptoxic@acgov.org](mailto:deh.loptoxic@acgov.org)
  - b) In the subject line of your request, be sure to include **"ftp PASSWORD REQUEST"** and in the body of your request, include the **Contact Information, Site Addresses, and the Case Numbers (RO# available in Geotracker) you will be posting for.**
- 2) Upload Files to the ftp Site
  - a) Using Internet Explorer (IE4+), go to <ftp://alcoftp1.acgov.org>
    - (i) Note: Netscape, Safari, and Firefox browsers will not open the FTP site as they are NOT being supported at this time.
  - b) Click on Page located on the Command bar on upper right side of window, and then scroll down to Open FTP Site in Windows Explorer.
  - c) Enter your User Name and Password. (Note: Both are Case Sensitive.)
  - d) Open "My Computer" on your computer and navigate to the file(s) you wish to upload to the ftp site.
  - e) With both "My Computer" and the ftp site open in separate windows, drag and drop the file(s) from "My Computer" to the ftp window.
- 3) Send E-mail Notifications to the Environmental Cleanup Oversight Programs
  - a) Send email to [deh.loptoxic@acgov.org](mailto:deh.loptoxic@acgov.org) notify us that you have placed a report on our ftp site.
  - b) Copy your Caseworker on the e-mail. Your Caseworker's e-mail address is the entire first name then a period and entire last name @acgov.org. (e.g., firstname.lastname@acgov.org)
  - c) The subject line of the e-mail must start with the RO# followed by **Report Upload**. (e.g., Subject: RO1234 Report Upload) If site is a new case without an RO#, use the street address instead.
  - d) If your document meets the above requirements and you follow the submission instructions, you will receive a notification by email indicating that your document was successfully uploaded to the ftp site.