



April 17, 2017

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Chevron Environmental Management Company  
6101 Bollinger Canyon Road  
San Ramon, CA 94583  
(Sent via E-mail to:  
[J.Kiernan@Chevron.com](mailto:J.Kiernan@Chevron.com))

Ed Ralston  
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76 Broadway  
Sacramento, CA 95818  
(Sent via E-mail to: [Ed.C.Ralston@p66.com](mailto:Ed.C.Ralston@p66.com))

Rajan Goswamy  
4276 MacArthur Boulevard  
Oakland, CA 94619  
(Sent via E-mail to: [rajgoswamy@sbcglobal.net](mailto:rajgoswamy@sbcglobal.net))

Carole Quick and Lorraine Mudgett  
10214 SW Stuart Court  
Portland, OR 97224-4304

Subject: April 14, 2017 Conference Call Summary and Requested Deliverables for Fuel Leak Case No. RO0000409 and GeoTracker Global ID T0600102279, Unocal #1156, 4276 MacArthur Boulevard, Oakland, CA 94619

Dear Mr. Kiernan, Mr. Ralston, Ms. Quick, Ms. Mudgett, and Mr. Goswamy:

On April 14, 2017, Alameda County Department of Environmental Health (ACDEH – Kit Soo and Dilan Roe) had a conference call with James Kiernan and Hong Luo (Chevron); Katherine Brandt, J.P. Brandenburg, Jesse Brockman and Miles Samuel (ARCADIS, consultant for Chevron), Raj Goswamy (Current Property Owner).

During the conference call, the following items were discussed and associated deliverables are referenced in the technical report request section of this directive:

- **Phase I – Work to be performed in 2017**
  - Data Gap Investigation Work Plan submittal and implementation which includes the following components:
    - Advancement of hand auger borings (to depths of approximately 8 feet below ground surface [bgs] in the convenience store expansion area. The following contingencies must be included in the Data Gap Investigation Work Plan: contingency to advance the borings to depths deeper than 5 feet using a direct push rig if the hand auger method is not feasible at that depth, and a contingency to include step-out borings if any of the proposed borings hit refusal.
    - Soil vapor evaluation at the existing soil vapor points (SV-1 and SV-2) located on the veterinary hospital property to assess current conditions.
    - Soil and groundwater characterization at the veterinary hospital property to assess extent of impacts from the site.
  - Remedial Action Plan (RAP) submittal for the convenience store expansion area and vicinity (includes the adjacent veterinary hospital property). The RAP will also include results and findings from the soil vapor evaluation, and soil and groundwater characterization at the adjacent veterinary hospital property.
  - The Draft RAP for the convenience store expansion area and vicinity (which includes the adjacent veterinary hospital property) will undergo a public participation period of 30 days.

- **Phase II – Work to be performed in 2018**
  - Implementation of the RAP for the convenience store expansion area and vicinity (includes the adjacent veterinary hospital property).
  - Data Gap Investigation Work Plan and submittal and implementation for the remaining portions of the site (will be performed if determined to be needed at that time)
  - RAP submittal and implementation for the remaining portions of the site.

#### **SUBMITTAL ACKNOWLEDGEMENT STATEMENT**

Please note that ACDEH has updated its Attachment 1 with regards to report submittals to ACDEH. ACDEH will now be requiring a Submittal Acknowledgement Statement, replacing the Perjury Statement, as a cover letter signed by the Responsible Party (RP). The language for the Submittal Acknowledgement Statement is as follows:

“I have read and acknowledge the content, recommendations and/or conclusions contained in the attached document or report submitted on my behalf to ACDEH’s FTP server and the State Water Resources Control Board’s (SWRCB) GeoTracker website.”

Note this change to your submittals to ACDEH.

#### **TECHNICAL REPORT REQUEST**

Please submit technical reports to the ACDEH ftp and Geotracker sites using the designations indicated below according to the following schedule:

- **May 14, 2017** – Data Gap Investigation Work Plan for the Proposed Convenience Store Expansion Area and Vicinity  
File to be named: RO0409 WP\_R\_yyyy-mm-dd
- **September 29, 2017** – RAP for the Proposed Convenience Store Expansion Area and Vicinity (which includes the adjacent veterinary hospital property)  
File to be named: RO0409 RAP\_R\_yyyy-mm-dd-1
- **November 1, 2017** – Public Participation Period for Draft RAP for the Proposed Convenience Store Expansion Area and Vicinity (which includes the adjacent veterinary hospital property)  
File to be named: RO0409 PP\_yyyy-mm-dd

If you have any questions, please call me at (510) 567-6791 or send me an electronic mail message at [kit.soo@acgov.org](mailto:kit.soo@acgov.org). Online case files are available for review at the following website: <http://www.acgov.org/aceh/index.htm>.

Thank you for your cooperation. If you have any questions, please call me at (510) 567-6791 or send me an electronic mail message at [kit.soo@acgov.org](mailto:kit.soo@acgov.org).

Mr. Kiernan, Mr. Ralston, Ms. Quick, Ms. Mudget, and Mr. Goswamy  
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Sincerely,

Kit Soo, PG 8957  
Senior Hazardous Materials Specialist

Attachment: Attachment 1 - Responsible Party(ies) Legal Requirements/Obligations  
Enclosure: ACEH Electronic Report Upload (ftp) Instructions

cc: Maureen Dorsey, Oakland Veterinary Clinic, 4258 MacArthur Boulevard, Oakland, CA 94619 (*Sent via E-mail to: [mddvm@oaklandvet.com](mailto:mddvm@oaklandvet.com)*)

Katherine Brandt, ARCADIS, 2999 Oak Road, Suite 300, Walnut Creek, CA 94597  
(*Sent via E-mail to: [Katherine.Brandt@arcadis.com](mailto:Katherine.Brandt@arcadis.com)*)

Samuel Miles, ARCADIS, 1100 Olive Way, Suite 800, Seattle, Washington, CA 98101  
(*Sent via E-mail to: [Samuel.Miles@arcadis.com](mailto:Samuel.Miles@arcadis.com)*)

John Kevlin, Reuben, Junius & Rose LLP, 827 Broadway, Suite 205, Oakland, CA 94607 (*Sent via E-mail to: [jkevin@reubenlaw.com](mailto:jkevin@reubenlaw.com)*)

Nicholas Niuro, Rogers Joseph O'Donnell, 311 California Street, 10<sup>th</sup> Fl., San Francisco, CA 94104  
(*Sent via E-mail to: [NNiuro@rjo.com](mailto:NNiuro@rjo.com)*)

Dilan Roe, ACEH (*Sent via E-mail to: [dilan.roe@acgov.org](mailto:dilan.roe@acgov.org)*)  
Paresh Khatri, ACEH (*Sent via E-mail to: [paresh.khatri@acgov.org](mailto:paresh.khatri@acgov.org)*)  
Kit Soo, ACEH (*Sent via E-mail to: [kit.soo@acgov.org](mailto:kit.soo@acgov.org)*)

GeoTracker, eFile

## 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

Alameda County Department of Environmental Health's (ACDEH) Environmental Cleanup Oversight Programs, Local Oversight Program (LOP) and Site Cleanup Program (SCP) 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 File Transfer Protocol (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 SCP 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 ([http://www.waterboards.ca.gov/water\\_issues/programs/ust/electronic\\_submittal/](http://www.waterboards.ca.gov/water_issues/programs/ust/electronic_submittal/)) for more information on these requirements.

#### ACKNOWLEDGEMENT STATEMENT

All work plans, technical reports, or technical documents submitted to ACDEH must be accompanied by a cover letter from the responsible party that states, at a minimum, the following: "I have read and acknowledge the content, recommendations and/or conclusions contained in the attached document or report submitted on my behalf to ACDEH's FTP server and the SWRCB's GeoTracker website." 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 6731, 6735, and 7835) 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 licensed 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 case meet this requirement. Additional information is available on the Board of Professional Engineers, Land Surveyors, and Geologists website at: <http://www.bpelsg.ca.gov/laws/index.shtml>.

#### UNDERGROUND STORAGE TANK CLEANUP FUND

Please note that delays in investigation, late 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 SCP)</b>	<b>REVISION DATE:</b> December 1, 2016
	<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; May 15, 2014, November 29, 2016
<b>SECTION:</b> Miscellaneous Administrative Topics & Procedures	<b>SUBJECT:</b> Electronic Report Upload (ftp) Instructions


The Alameda County Environmental Cleanup Oversight Programs (LOP and SCP) 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) Open File Explorer using the Windows  key + E keyboard shortcut.
    - i) Note: Netscape, Safari, and Firefox browsers will not open the FTP site as they are NOT being supported at this time.
  - b) On the address bar, type in ftp://alcoftp1.acgov.org.
  - c) Enter your User Name and Password. (Note: Both are Case Sensitive)
  - d) Click Log On.
  - e) Open "My Computer" on your computer and navigate to the file(s) you wish to upload to the ftp site.
  - f) 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.