

ALEX BRISCOE, Director

ENVIRONMENTAL HEALTH SERVICES ENVIRONMENTAL PROTECTION 1131 Harbor Bay Parkway, Suite 250 Alameda, CA 94502-6577 (510) 567-6700 FAX (510) 337-9335

October 27, 2014

Griffin Capital Corporation (c/o: Ms. Julie Treinen) 2321 Rosecrans, Suite 3290 El Segundo, CA 90245

Emerybay Plaza JS (c/o: TMG Partners) 6400 Christie Ave., Suite 2000 Emeryville, CA 94608

P O Partners (c/o: Mr. Walter Kaczmarek) 5800 Shellmound St., Suite 210 Emeryville, CA 94608

Emeryville Bayfront (c/o: Benefit Capital Corp.) 1330 Broadway Oakland, CA 94612 Rockwood Atrium LLC (c/o: TMG Partners & Ms. Denise Pingston) 100 Bush St., Suite 2600 San Francisco, CA 94104

P O Partners (c/o: J. David Martin & Walter Kaczmarek) 6475 Christie Ave., Suite 500 Emeryville, CA 94608

Sixteen Fifty Sixtyfifth St. Assoc. (c/o: Rich Robbins)
1120 Nye St.
San Rafael, CA 94901

Emeryville Bayfront Limited Partner (c/o: Robert Lew) 690 Market St., Suite 826 San Francisco, CA 94104

Subject: Notice of Responsibility, Fuel Leak Case No. RO0000440 and GeoTracker Global ID T06000100511, Emery Bay Plaza, 1650 65th Street, Emeryville, CA 94608

Dear Responsible Parties:

In two Notice of Requirement of Reimburse dated May 28, 1993 and October 9, 1992, P O Partners (c/o: Mr. Walter Kaczmarek) was notified that the above referenced site had been placed in the Local Oversight Program (LOP) and that they had been named as a Responsible Party for the fuel leak case. Additional parties have been named as Responsible Parties for the fuel leak case in the attached updated Notice of Responsibility (NOR) 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.

Sincerely,

Mark E. Detterman, P.G., C.E.G. Senior Hazardous Materials Specialist Responsible Parties NOR RO0000440 October 27, 2014 Page 2

Enclosures: Notice of Responsibility

Attachment A – Responsible Parties Data Sheet

Attachment 1 – Responsible Party(ies) Legal Requirements / Obligations

Electronic Report Upload (ftp) Instructions

cc: Cindy Davis, SWRCB (Sent via E-mail to: cindy.davis@waterboards.ca.gov)
Dilan Roe, ACEH (Sent via E-mail to: dilan.roe@acgov.org)

Mark Detterman, ACEH (Sent via E-mail to: mark.detterman@acgov.org)

GeoTracker, Case Electronic File



ALEX BRISCOE, Agency Director



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

Certified Mail #: 7009 2820 0001 4359 6187

October 27, 2014

NOTICE OF RESPONSIBILITY

Site Name & Address:

EMERY BAY PLAZA

1650 65TH ST

Emeryville, CA 94608

Local ID:

RO0000440

Related ID:

4352

RWQCB ID:

01-0558

Global ID:

T0600100511

Responsible Party:

EMERYVILLE BAYFRONT

C/O: BENEFIT CAPITAL CORP. 1330 BROADWAY

OAKLAND CA 94612

Date First Reported:

5/13/1987

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 EMERYVILLE BAYFRONT 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 MARK DETTERMAN at this office at (510) 567-6876 if you have questions regarding your site.

ARIU LEVI, Director

Contract Project Director

Action: Add

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



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 #: 7009 2820 0001 4359 6156

October 27, 2014

NOTICE OF RESPONSIBILITY

Site Name & Address:

EMERY BAY PLAZA

1650 65TH ST

Emeryville, CA 94608

Local ID:

RO0000440

Related ID:

4352

RWQCB ID:

01-0558

Global ID:

T0600100511

Responsible Party:

POPARTNERS

C/O: J. DAVID MARTIN & C/O: WALTER KACZMAREK

EMERYVILLE CA 94608

6475 CHRISTIE AVENUE, SUITE 500

Date First Reported:

5/13/1987

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 P O PARTNERS 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 deseworker MARK DETTERMAN at this office at (510) 567-6876 if you have questions regarding your site.

ARIU LEVI, Director

Contract Project Director

Date: 0 27 N

Action: Add



AGENCY

ALEX BRISCOE, Agency Director



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

Certified Mail #: 7009 2820 0001 4359 6170

SIXTEEN FIFTY SIXTYFIFTH ST. ASSOC.

October 27, 2014

NOTICE OF RESPONSIBILITY

Site Name & Address:

EMERY BAY PLAZA

1650 65TH ST

Emeryville, CA 94608

C/O: RICH ROBBINS 1120 NYE STREET

SAN RAFAEL CA 94901

Local ID:

RO0000440

Related ID:

4352

RWQCB ID:

01-0558

Global ID:

T0600100511

Responsible Party:

Date First Reported:

5/13/1987

Substance:

8006619 Gasoline-Automotive (motor gasoline and

additives), leaded & unleaded

Funding for Oversight: LOPS - LOP State Fund

Multiple RPs?: Yes

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ARIU LEVI, Director

Contract Project Director

Date

Action: Add



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 #: 7009 2820 0001 4359 6194

October 27, 2014

NOTICE OF RESPONSIBILITY

Site Name & Address:

EMERY BAY PLAZA

1650 65TH ST

Emeryville, CA 94608

Local ID:

RO0000440

Related ID:

4352

RWOCB ID:

01-0558

Global ID:

T0600100511

Responsible Party:

EMERYVILLE BAYFRONT LIMITED PARTNER

C/O: ROBERT LEW

690 MARKET STREET, SUITE 826 SAN FRANCISCO CA 94104

Date First Reported:

5/13/1987

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 EMERYVILLE BAYFRONT LIMITED PARTNER 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 MARK DETTERMAN at this office at (510) 567-6876 if you have questions regarding your site.

ARIU LEVI, Director

Contract Project Director

Date:

Action: Add



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 #: 7009 2820 0001 4359 6149

October 27, 2014

NOTICE OF RESPONSIBILITY

Site Name & Address: **EMERY BAY PLAZA**

1650 65TH ST

Emeryville, CA 94608

Local ID:

RO0000440

Related ID:

4352

RWQCB ID:

01-0558

Global ID:

T0600100511

Responsible Party:

EMERYBAY PLAZA JS C/O: TMG PARTNERS

6400 CHRISTIE AVENUE, SUITE 2000

EMERYVILLE CA 94608

Date First Reported:

5/13/1987

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 EMERYBAY PLAZA JS 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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ARIU LEVI, Director

Contract Project Director

Action: Add



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 #: 7009 2820 0001 4359 6132

October 27, 2014

NOTICE OF RESPONSIBILITY

Site Name & Address:

EMERY BAY PLAZA

1650 65TH ST

Emeryville, CA 94608

ROCKWOOD ATRIUM LLC C/O: TMG PARTNERS & C/O: MS. DENISE PINGSTON

100 BUSH STREET. SUITE 2600 SAN FRANCISCO CA 94104

Local ID:

RO0000440

Related ID:

4352

RWQCB ID:

01-0558

Global ID:

T0600100511

Responsible Party:

Date First Reported:

5/13/1987

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 ROCKWOOD ATRIUM LLC 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 🗫 worker MARK DETTERMAN at this office at (510) 567-6876 if you have questions regarding your site.

ARIU LEVI, Director

Contract Project Director

Action: Add



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 #: 7009 2820 0001 4359 6125

October 27, 2014

NOTICE OF RESPONSIBILITY

Site Name & Address: **EMERY BAY PLAZA**

1650 65TH ST

Emeryville, CA 94608

C/O: JULIE TREINEN 2321 ROSECRANS AVENUE

EL SEGUNDO CA 90245

GRIFFIN CAPITAL CORPORATION

Local ID:

RO0000440

Related ID:

4352

RWQCB ID:

01-0558

Global ID:

T0600100511

Responsible Party:

Date First Reported:

5/13/1987

Substance:

8006619 Gasoline-Automotive (motor gasoline and

additives), leaded & unleaded

Funding for Oversight: LOPS - LOP State Fund

Multiple RPs?: Yes

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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.

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Please contact your caseworker MARK DETTERMAN at this office at (510) 567-6876 if you have questions regarding your site.

ARIU LEVI, Director Contract Project Director

Action: Add



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 #: 7009 2820 0001 4359 6163

October 27, 2014

NOTICE OF RESPONSIBILITY

Site Name & Address:

EMERY BAY PLAZA

1650 65TH ST

Emeryville, CA 94608

Local ID:

RO0000440

Related ID:

4352

RWQCB ID:

01-0558

Global ID:

T0600100511

Responsible Party:

POPARTNERS

C/O: WALTER KACZMAREK

5800 SHELLMOUND STREET, SUITE 210

EMERYVILLE CA 94608

Date First Reported:

5/13/1987

Substance:

8006619 Gasoline-Automotive (motor gasoline and

additives), leaded & unleaded

Funding for Oversight: LOPS - LOP State Fund

Multiple RPs?: Yes

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Please contact your caseworker MARK DETTERMAN at this office at (510) 567-6876 if you have questions regarding your site.

ARIU LEVI, Director

Contract Project Director

Action: Add

ALAMEDA COUNTY ENVIRONMENTAL HEALTH LUFT LOCAL OVERSIGHT PROGRAM

ATTACHMENT A - RESPONSIBLE PARTIES DATA SHEET

October 27, 2014

Site Name & Address: **EMERY BAY PLAZA**

1650 65TH ST

Emeryville, CA 94608

Local ID: RO0000440 **Related ID:**

4352 **RWQCB ID:** 01-0558

Global ID: T0600100511

All Responsible Parties

RP has been named a Primary RP - C/O: J. DAVID MARTIN & C/O: WALTER KACZMAREK **POPARTNERS**

6475 CHRISTIE AVENUE, SUITE 500 | EMERYVILLE, CA 94608 | No Phone Number Listed

RP has been named a Primary RP - C/O: JULIE TREINEN **GRIFFIN CAPITAL CORPORATION**

2321 ROSECRANS AVENUE | EL SEGUNDO, CA 90245 | Phone (310) 606-5900

RP has been named a Primary RP - C/O: WALTER KACZMAREK

POPARTNERS

5800 SHELLMOUND STREET, SUITE 210 | EMERYVILLE, CA 94608 | No Phone Number Listed

RP has been named a Primary RP - C/O: RICH ROBBINS SIXTEEN FIFTY SIXTYFIFTH ST. ASSOC.

1120 NYE STREET | SAN RAFAEL, CA 94901 | No Phone Number Listed

RP has been named a Primary RP - C/O: BENEFIT CAPITAL CORP.

EMERYVILLE BAYFRONT

1330 BROADWAY | OAKLAND, CA 94612 | No Phone Number Listed

RP has been named a Primary RP - C/O: ROBERT LEW EMERYVILLE BAYFRONT LIMITED PARTNER

690 MARKET STREET, SUITE 826 | SAN FRANCISCO, CA 94104 | No Phone Number Listed

RP has been named a Primary RP - C/O: TMG PARTNERS & C/O: MS. DENISE PINGSTON **ROCKWOOD ATRIUM LLC**

100 BUSH STREET, SUITE 2600 | SAN FRANCISCO, CA 94104 | No Phone Number Listed

RP has been named a Primary RP - C/O: TMG PARTNERS **EMERYBAY PLAZA JS**

6400 CHRISTIE AVENUE, SUITE 2000 | EMERYVILLE, CA 94608 | No Phone Number Listed

ATTACHMENT A - RESPONSIBLE PARTIES DATA SHEET (Continued)

October 27, 2014

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."

ATTACHMENT A - RESPONSIBLE PARTIES DATA SHEET (Continued)

October 27, 2014

Responsible Party Identification

Existence of Unauthorized Release

On July 2, 1987, one 2,000-gallon underground storage tank (UST) and related product piping was removed from the site. The UST historically initially contained gasoline and later stored waste oil. The UST removal report and Unauthorized Release/Contamination Site Report (URF) noted that the tank, vent pipe, product line did not show evidence of corrosion or holes. The URF noted the source of release was a piping leak due to corrosion. During tank excavation, concentrations up to 490 milligrams per kilogram (mg/kg) C9-C14 range Fuel Hydrocarbons, 11 mg/kg benzene, 0.90 mg/kg toluene, and 23 mg/kg xylenes were detected in soil. Soil boring and monitoring well installation on July 28, 1987 noted concentrations of 6,600 mg/kg Total Fuel Hydrocarbons in soil and 33 milligrams per liter (mg/L) Total Fuel Hydrocarbons in groundwater. These data indicate that an unauthorized release had occurred.

Responsible Party Identification

Emeryville Bayfront (aka Emeryville Bayfront Limited Partner) purchased the property, or acquired the title, in March 1983 and is a responsible party because it owned or operated an underground storage tank used for the storage of any hazardous substance (Definition 1), owned or operated the underground storage tank immediately before the discontinuation of its use (Definition2), owned the property where an unauthorized release has occurred (Definition 3), and had control over an UST at the time of or following an unauthorized release of a hazardous substance (Definition 4).

Sixteen Fifty Sixtyfifth St. Assoc. purchased the property, or acquired the title, in August 1987 and is a responsible party because it owned the property where an unauthorized release has occurred (Definition 3).

P O Partners purchased the property, or acquired the title, in April 1989 and is a responsible party because it owned the property where an unauthorized release has occurred (Definition 3).

Emerybay Plaza JS purchased the property, or acquired the title, in November 1991 and is a responsible party because it owned the property where an unauthorized release has occurred (Definition 3).

Rockwood Atrium LLC purchased the property, or acquired the title, in October 2003 and is a responsible party because it owned the property where an unauthorized release has occurred (Definition 3).

Griffin Capital Corporation, through a series of name changes, (aka Griffin Capital Investors LLC; and Griffin Capital (The Atrium) Investor 20 LLC et al.; and Griffin Capital Atrium Investor 1 LLC et al.) purchased the property, or acquired the title, in July 2005 and is a responsible party because it currently owns the property where an unauthorized release 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 **SWRCB** visit the website for more information on these requirements (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.

Alameda County Environmental Cleanup Oversight Programs (LOP and SLIC)

REVISION DATE: May 15, 2014

ISSUE DATE: July 5, 2005

PREVIOUS REVISIONS: October 31, 2005;

December 16, 2005; March 27, 2009; July 8, 2010,

July 25, 2010

SECTION: Miscellaneous Administrative Topics & Procedures

SUBJECT: 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.
- <u>Do not</u> 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. <u>Documents</u>
 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
 - 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.
- Send E-mail Notifications to the Environmental Cleanup Oversight Programs
 - a) Send email to 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.