

ALAMEDA COUNTY
HEALTH CARE SERVICES
AGENCY



DEPARTMENT OF ENVIRONMENTAL HEALTH
LOCAL OVERSIGHT PROGRAM (LOP) FOR
HAZARDOUS MATERIALS RELEASES
1131 HARBOR BAY PARKWAY, SUITE 250
ALAMEDA, CA 94502

February 2, 2017

Janice M. With Trust
4033 Terra Granada Dr., Unit 1B
Walnut Creek, CA 94595-4004
Attn.: Janice With

Subject: Request for Work Plan; Alameda County Environmental Health Fuel Leak Case No. RO0000510 and Geotracker Global ID T0600102253, C&L Trucking, 2460 Wood St., Oakland, CA 94607

Dear Ms. With:

Alameda County Department of Environmental Health (ACDEH) staff has reviewed the case file for the subject site and our follow up notes prepared following our on-site meeting with you on October 25, 2016. During the site visit, we agreed that a diesel underground storage tank (UST) previously operated on the subject property. Though the UST appears to have been removed, the tank removal report is not in the ACDEH case file. A patch was observed in the roadway at the UST location, and a traffic cover whose ring was stamped "monitoring well" was viewed during the site visit. The location of the well appears consistent with the well identified as MW-1 in the March 3, 1997 *Groundwater Sampling Report (GWM)* prepared by Hageman-Aguiar, Inc. (HAI). Though the case file contains references to two (2) wells having been installed, no evidence of the second well was observed.

Based on the documents contained in the ACDEH case file, it appears no work associated with the UST has been conducted since March 3, 1997, hence no files have been uploaded to the State Water Resources Control Board's (SWRCBs) GeoTracker website.

ACDEH requests preparation and submittal of a work plan which addresses the comments presented below.

TECHNICAL COMMENTS

1. Electronic Submittal of Information – Documents submitted to ACDEH include an Unauthorized Release Form (URF) and the 1997 HAI GWM. ACDEH requests submittal of any additional documents pertaining to UST removal, investigation, and cleanup to our FTP site. The case review has revealed that no documents or data have been submitted to the SWRCB GeoTracker website. ACDEH requests submittal of documents and data pertaining to UST removal, investigation, and cleanup to the SWRCB GeoTracker website. The site will need to be claimed prior to submittal of information to GeoTracker.

Please provide a list of the reports submitted to the ACDEH FTP site, Attention: Keith Nowell, via electronic mail, by the date specified below.

2. Monitoring Well – As indicated above, a traffic cover was viewed in the approximate location of the MW-1 identified in the HAI GWM report. ACDEH requests an evaluation of the traffic cover to determine if a groundwater monitoring well is present. If a well is determined to exist, please determine if sufficient deterioration or sedimentation has occurred and if well rehabilitation or re-development should be undertaken prior to sampling. Either condition may cause the analysis of recovered water samples not to be reflective of actual dissolved phase concentrations of fuel related compounds.

3. **Search for Second Well** – The ACDEH case file contains references to a second groundwater monitoring well at your site. ACDEH requests an attempt be made to locate the well. As in Technical Comment 2 above, if a well is located, please determine if sufficient deterioration or sedimentation has occurred and if well rehabilitation or re-development should be undertaken prior to sampling.
4. **Groundwater Sampling** – Once deemed suitable for sampling, ACDEH requests the well(s) be sampled for the appropriate analyses.
5. **Contingency Investigation** – If one or more of the wells is not located, please include a contingency investigation section in the work plan to address this data gap. Prepare the contingency sampling plan in accordance with the SWRCBs Low Threat Underground Storage Tank Case Closure Policy (LTCP).
6. **Work Plan** – ACDEH requests preparation of a work plan addressing the Technical Comments presented above. Please submit the work plan by the date specified below.

SUBMITTAL ACKNOWLEDGEMENT STATEMENT

Please note that ACDEH has updated its Attachment 1 with regard 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 SWRCB's GeoTracker website."

Please make this change to your submittals to ACDEH.

TECHNICAL REPORT REQUEST

Please upload technical reports to the ACDEH FTP site (Attention: Keith Nowell), and to the SWRCB GeoTracker website, in accordance with the following specified file naming convention by the date specified below:

- **March 6, 2017 – Electronic Submittal of Information**
- **March 6, 2017 – List of Submitted Documents** (Provided via electronic mail Attn.: Keith Nowell)
- **March 20, 2017 – Work Plan** (file to be named RO0000510_WP_R_yyyy-mm-dd)

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

Sincerely,

Keith Nowell PG, CHG
Hazardous Materials Specialist

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

cc: Gary Aguiar, Hydro Analysis, Inc., 514 El Cerrito Plaza, El Cerrito, CA 94530 (*Sent via electronic mail to gary@hydroanalysis.com*)

Dilan Roe, ACDEH (*Sent via electronic mail to: dilan.roe@acgov.org*)

Paresh Khatri, ACDEH (*Sent via electronic mail to: paresh.khatri@acgov.org*)

Keith Nowell, ACDEH (*Sent via electronic mail to: keith.nowell@acgov.org*)

GeoTracker / File

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/) 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.

Alameda County Environmental Cleanup Oversight Programs (LOP and SCP)	REVISION DATE: December 1, 2016
	ISSUE DATE: July 5, 2005
	PREVIOUS REVISIONS: October 31, 2005; December 16, 2005; March 27, 2009; July 8, 2010, July 25, 2010; May 15, 2014, November 29, 2016
SECTION: Miscellaneous Administrative Topics & Procedures	SUBJECT: 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 acknowledgement 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.
 - 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 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.