

ALAMEDA COUNTY  
**HEALTH CARE SERVICES  
AGENCY**

COLLEEN CHAWLA, Agency Director



DEPARTMENT OF ENVIRONMENTAL HEALTH  
LOCAL OVERSIGHT PROGRAM (LOP)  
For Hazardous Materials Releases  
1131 HARBOR BAY PARKWAY  
ALAMEDA, CA 94502  
(510) 567-6700  
FAX (510) 337-9335

April 6, 2018

Star Canyon LLC  
c/o Randy Nathan  
1246 Rose Street  
Berkeley, CA, 94702

Little Property  
c/o Marry Little  
886 McElroy Street  
Oakland, CA, 94607

**Subject: Notice of Identification of Potential Trichloroethene Vapor Intrusion Issue;  
Fuel Leak Case No. RO0002728  
GeoTracker Global ID T06019780605  
Little Property  
1201 32nd Street, Oakland, CA 94608**

Dear Responsible Parties:

Alameda County Department of Environmental Health (ACDEH) staff met with Star Canyon LLC and their consultant Eras Environmental, Inc. (ERAS) on January 30, 2018 to discuss Trichloroethene (TCE) contamination detected in soil and groundwater at the above referenced property (the Site). During the meeting the stakeholders discussed a phased approach for collection of data to evaluate risk to human health and the environment from volatile organic compounds (VOCs). TCE has been reported in soil and groundwater at the Site at maximum concentrations of 17 milligrams per kilogram (mg/kg) and 1,100,000 micrograms per liter ( $\mu\text{g/l}$ ), respectively. The approach discussed in the meeting emphasized expediting data collection for the evaluation of TCE exposure due to vapor intrusion from subsurface VOCs to indoor air to occupants and residents of immediately adjacent properties.

Subsequent to this meeting, ERAS submitted a *Work Plan for Limited Phase II Subsurface Investigation* dated February 21, 2018 (the Eras Work Plan) on behalf of Star Canyon LLC. The scope of work included collection of (1) sub-slab and indoor air samples from commercial buildings at 3137 Magnolia Street located immediately adjacent and to the south of the Site; (2) a soil gas sample along the western boundary of the Site in the vicinity of adjacent residential properties; and (3) collection of ambient air samples. The Site is currently a vacant lot and therefore no samples were proposed to be collected for the evaluation of vapor intrusion risk at the Site. ACDEH provided comment and conditional approval on the ERAS Work Plan to Star Canyon LLC in an email correspondence dated February 27, 2018 and in a directive letter dated March 14, 2018.

On March 12, 2018, Dr. Patrick Sullivan notified ACDEH staff that he had been retained by Star Canyon LLC to conduct environmental investigations at the Site. On April 5, 2018, ACDEH and Dr. Sullivan participated in a teleconference call to discuss proposed changes by Dr. Sullivan to the ACDEH approved ERAS Work Plan. During the conference call ACDEH reiterated the minimum requirements, as presented in the ERAS Work Plan, necessary to evaluate vapor intrusion risk at properties adjacent to the Site. Dr. Sullivan stated that he was working with Geosolve, Inc. and would submit a revised work plan to ACDEH to replace the ERAS Work Plan.

TCE has been detected in soil and groundwater at the Site at levels exceeding Residential and/or Non-Residential environmental screening levels that trigger immediate mandatory indoor air, sub-slab and/or soil gas sampling: Use of Residential environmental screening criteria are appropriate where land use includes residences and/or sensitive receptors including hospitals, day-care centers, senior centers, schools, or other facilities where sensitive receptors congregate. Use of Non-Residential environmental screening criteria are appropriate for all other land uses. A summary of conditions that trigger mandatory

sampling and conditions that ACDEH has identified as present at and/or in the vicinity of the Site are provided below<sup>1</sup>:

**Residential Screening Environmental Screening Levels**

- Residential Soil Scenario:** TCE is reported as present in unsaturated soil beneath or in the immediate vicinity of existing building foundation(s) where TCE in soil vapor has not been adequately evaluated;
- Residential Soil Vapor Scenario:** TCE is reported as present at concentrations at or above **1,000 micro-grams per cubic meter ( $\mu\text{g}/\text{m}^3$ )** in **sub-slab or soil vapor** samples;
- Residential Shallow Groundwater Scenario** TCE is reported as present at concentrations at or above **17 micro-grams per liter ( $\mu\text{g}/\text{L}$ )** in **groundwater** samples collected from a groundwater bearing zone that is no more than 10-feet below ground surface (feet bgs);
- Residential Deep Groundwater, Sand Scenario:** TCE is reported as present at concentrations at or above **21  $\mu\text{g}/\text{L}$**  in **groundwater** samples collected from a groundwater bearing zone that is greater than 10-feet bgs **and** where course grained soil (sands or gravels) are predominant above the water table **or** where the elimination of natural and anthropogenic preferential pathways as a complete vapor intrusion exposure pathway has not been previously approved by ACDEH; and/or
- Residential Deep Groundwater, Fine-Coarse Scenario:** TCE is reported as present at concentrations at or above **520  $\mu\text{g}/\text{L}$**  in **groundwater** samples collected from a groundwater bearing zone that is greater than 10-feet bgs **and** where an at least 2 inch thick continuous saturated fine-grained soil (e.g., clays and silts) is present at the groundwater/vadose zone interface **and** ACDEH has previously approved the elimination of natural and anthropogenic preferential pathways as a complete vapor intrusion exposure pathways.

**Non-Residential Environmental Screening Levels**

- Non-Residential Soil Scenario:** TCE is reported as present in unsaturated soil beneath or in the immediate vicinity of existing building foundation(s) where TCE in soil vapor has not been adequately evaluated;
- Non-Residential Soil Vapor Scenario:** TCE is reported as present at concentrations at or above **8,000  $\mu\text{g}/\text{m}^3$**  in sub-slab or soil vapor samples;
- Non-Residential Shallow Groundwater Scenario:** TCE is reported as present at concentrations at or above **140 micro-grams per liter ( $\mu\text{g}/\text{L}$ )** in **groundwater** samples collected from a groundwater bearing zone that is no more than 10-feet bgs;

---

<sup>1</sup> Environmental screening levels and conditions that trigger mandatory sampling are derived from (1) the United States Environmental Protection Agency (USEPA) Region 9 *Guidelines and Supplemental Information needed for Vapor Intrusion Evaluations at the South Bay National Priorities List (NPL) Sites* dated December 3, 2013; (2) The Department of Toxic Substances Control (DTSC) Human Health Risk Assessment (HHRA) Human and Ecological Risk Office (HERO) Note Number 5 dated August 23, 2014; and (3) The San Francisco Bay Regional Water Quality Control Board's *User's Guide: Derivation and Application of Environmental Screening Levels (ESLs) Interim Final* dated February 2016.

- Non-Residential Deep Groundwater, Sand Scenario:** TCE is reported as present at or above **180 µg/L** in groundwater samples collected from a water bearings zone that is greater than 10-feet bgs **and** where course grained soil (sands or gravels) are predominant above the water table **or** where the elimination of natural and anthropogenic preferential pathways as a complete vapor intrusion exposure pathway has not been previously approved by ACDEH; and/or
- Non-Residential Deep Groundwater, Fine-Coarse Scenario:** TCE is reported as present at or above **4,400 µg/L** in groundwater samples collected from a water bearings zone that is greater than 10-feet bgs **and** where an at least 2 inch thick continuous saturated fine-grained soil (e.g., clays and silts) is present at the groundwater/vadose zone interface **and** ACDEH has previously approved the elimination of natural and anthropogenic preferential pathways as a complete vapor intrusion exposure pathways.

The United States Environmental Protection Agency Region 9 (USEPA), the California Department of Toxic Substances Control (DTSC) and the San Francisco Bay Regional Water Quality Control Board (Regional Water Board) acknowledge that short term exposure of women in their first trimester of pregnancy to low levels of TCE presents an acute risk to fetal development. The USEPA has established accelerated response action levels (ARALs) and urgent response action levels (URALs) for TCE in indoor air for the protection of women of child-bearing age in both residential and non-residential settings<sup>2</sup>. The DTSC and Regional Water Board have concurred with and adopted the ARALs and URALS. Based on the presence of the triggering conditions that are identified above there is a potential that indoor air within buildings in the vicinity of the Site may exceed the ARALs and/or URALS. In the event that concentrations of TCE in indoor air samples exceed the ARALs or URALS, the DTSC requires that specific protocols be enacted within short timeframes for the protection of occupants of buildings.

Therefore, at this juncture ACDEH requests that you submit the following documents to ensure that indoor and subsurface conditions are adequately and expediently evaluated and the DTSC protocols can be immediately enacted in the event that ARALs or URALS are exceeded.

#### **TECHNICAL REPORT AND DELIVERABLE REQUESTS**

Please submit via email the following technical reports and deliverables to the Chief of the Land Water Division, Dilan Roe ([dilan.roe@acgov.org](mailto:dilan.roe@acgov.org)), the Site Cleanup Case Program Supervisor, Paresh Khatri ([paresh.khatri@acgov.org](mailto:paresh.khatri@acgov.org)), and the Primary Caseworker, Jonathan Sanders ([jonathan.sanders@acgov.org](mailto:jonathan.sanders@acgov.org)) for review and approval in accordance with the compliance schedule provided below. All technical reports and analytical data must also be uploaded to GeoTracker in accordance with the requirements described in Attachment A. File naming conventions for electronic reports are provided in Attachment B.

#### **1) Indoor Air, Ambient Air, and Sub-Slab Vapor Sampling and Analysis Plan Due Monday, April 9, 2018**

Please prepare and submit an Indoor Air Sampling and Analysis Plan (SAP) that describes concurrent indoor air, ambient air, sub-slab vapor sampling efforts sufficient to evaluate if TCE vapor intrusion issues are present at the Site. The SAP should be prepared in accordance with the DTCS's *Vapor Intrusion*

---

<sup>2</sup> USEPA. 2013. EPA Region 9 *Guidelines and Supplemental Information needed for Vapor Intrusion Evaluations at the South Bay National Priorities List (NPL) Sites*. December 3, 2013

Guidance<sup>3</sup> and the DTSC's *Vapor Intrusion Public Participation Advisory*<sup>4</sup> and must contain, at a minimum, the following:

- a) One or more site maps which shall include the following elements:
  - i. Analytical data and identification of occupiable structures where vapor intrusion to indoor air is a potential human health risk (the Area(s) of Concern);
  - ii. Building footprint, location of ground floor exterior and interior walls, location of entry points natural ventilation, location of known utilities, and location of stairwells and elevators for all accessible structures within the Area(s) of Concern;
  - iii. Location and identification of potential exposure pathways such as crack or penetrations in the foundation, mechanical systems (e.g., elevators, heating and ventilations units), natural ventilation systems (e.g., windows, doors, loading docks), and location of plumbing fixtures (e.g., toilets, sinks, drains, and sumps);
  - iv. Proposed sampling locations; and
  - v. Identification of tenant(s), hours of operation, and type of operation for tenant spaces within the Area(s) of Concern.
- b) Notification and building survey document requirements prior to sampling. Stand-alone copies of these documents must be included in the appendices of the SAP. Guidance and minimum requirements for the preparation of these documents is provided in Appendix C of DTSC's *Vapor Intrusion Public Participation Advisory* dated March 2012.
- c) A description of indoor air, ambient air, and sub-slab vapor sampling methodology, including site specific discussions of:
  - i. Data quality objectives;
  - ii. Laboratory analytical method selection, including a statement that laboratory analysis will be conducted on a 24-hour turn-around time;
  - iii. The number and type of samples that will be collected, including the number and location of ambient air samples and duplicate samples;
  - iv. The status of heating and ventilation systems and natural ventilation systems during sampling efforts;
  - v. The duration and time of sample collection;
  - vi. Technical justification and supporting lines of evidence for sample locations; and
  - vii. Quality control and quality assurance measures, including leak check testing for sub-slab vapor sampling.
- d) A description of reporting, including a statement that laboratory analytical results will be provided to ACDEH within 24 hours of receipt;
- e) A schedule for sampling and reporting; and
- f) Stand-alone copies of standard operating procedures for indoor air, ambient air, and sub-slab vapor probe installation and sampling which must be included as appendices in the SAP.

---

<sup>3</sup> DTSC. 2011. *Final Guidance for the Evaluation and Mitigation of Subsurface Vapor Intrusion to Indoor Air (Vapor Intrusion Guidance)*. October 2011;

<sup>4</sup> DTSC. 2012. *Vapor Intrusion Public Participation Advisory, Final*. March 2012;

Please note, as discussed above, the Eras Work Plan presents a scope of work for indoor air, sub-slab vapor, soil vapor, and ambient air sampling and analysis that was previously submitted and conditionally approved by ACDEH in the March 14, 2018 Directive Letter. The scope of work presented in the SAP must be at least as conservative as the scope of work presented in Eras Work Plan.

**2) Accelerated Response and Urgent Response Action Plan  
Due Monday, April 12, 2018**

Please prepare an Accelerated Response and Urgent Response Action Plan. This plan should provide contingency measures that are sufficiently detailed to be immediately implemented in the event that ARALs or URALs are exceeded. This plan must contain at a minimum the following components:

- a) One or more site maps which shall include the following elements:
  - i. Analytical data and identification of occupiable structures where vapor intrusion to indoor air is a potential human health risk (the Area(s) of Concern);
  - ii. Building footprint, location of ground floor exterior and interior walls, location of entry points natural ventilation, location of known utilities, and location of stairwells and elevators for all accessible structures within the Area(s) of Concern;
  - iii. Location and identification of potential exposure pathways such as crack or penetrations in the foundation, mechanical systems (e.g., elevators, heating and ventilations units), natural ventilation systems (e.g., windows, doors, loading docks), and location of plumbing fixtures (e.g., toilets, sinks, drains, and sumps)
  - iv. Identification of tenant(s), hours of operation, and type of operation for tenant spaces within the Area(s) of Concern;
- b) Identification of applicable ARALs and URALs and a statement that occupancy is not allowed in areas where the concentration of TCE in indoor air exceeds URAL;
- c) Discussion of the feasibility, suitability, and methods for implementation of access control measures, including relocation measures and restricting access to specific areas where URALs are exceeded. Guidance related to relocation measures is provided in the USEPA's *Superfund Response Actions: Temporary Relocations Implementation Guidance* dated April 2002.
- d) Identification of the location, make and model number, and capacity of Heating, Ventilation, and Air Conditioning (HVAC) systems and other mechanical ventilation systems and identification, location, and approximate size of natural ventilation systems (windows or other openings which can be opened or closed).
- e) Discussion of the feasibility, suitability, a timeframe, and methods for implementation of interim mitigation measures for each of the following contingency measures:
  - i. Sealing cracks and penetrations;
  - ii. Sealing utility conduits, including sanitary sewer and electrical;
  - iii. Building pressurization with modifications to air exchange rate and ventilation; and
  - iv. Indoor air purification;
- f) Confirmation sampling protocols for indoor air, ambient air, and sub-slab vapor to ensure that prior to re-occupancy and during future occupancy, indoor air TCE concentrations remain below ARALs and URALs prior to occupancy.;
- g) Description of implementation reporting;
- h) Schedule for implementation of contingency measures and collection of confirmation samples in the event that TCE in indoor air exceeds ARALs or URALs

**3) Public Notice and Fact Sheet  
Due Monday, April 12, 2018**

ACDEH requires that a public notice presenting a “Clear and Reasonable Warning” of potential exposure to TCE vapors be prepared and submitted pursuant to the requirements of *The Safe Drinking Water and Toxic Enforcement Act of 1986* (Proposition 65). ACDEH also requires that a Fact Sheet be prepared to communicate the potential presence of TCE in indoor air in Areas of Concern and the acute hazards associated with exposure to TCE vapors. The Fact Sheet must be prepared in accordance with the recommendations of the DTSC’s *Vapor Intrusion Public Participation Advisory*<sup>5</sup> and will be used to communicate hazard associated with TCE vapor intrusion to the tenants, occupants, and other stakeholders in whatever language(s) are appropriate. The fact sheet shall at a minimum include the following elements:

- a) A description of the nature, source, and potential exposure pathways for chemicals of concern;
- b) A sitemap which includes depictions of the Areas of Concern, and other features such as roads, buildings, and other identifying elements in the vicinity of the Areas of Concern;
- c) A description of potential mitigation measures and site characterization activities that may be conducted;
- d) A link to the public GeoTracker case for the Site;
- e) Contact information for the ACDEH primary caseworker (Jonathan Sanders) and an authorized representative of the Responsible Party for questions and concerns;

Examples of Fact Sheets and Proposition 65 Notifications are provided in the DTSC’s *Vapor Intrusion Public Participation Advisory*<sup>5</sup>.

**4) Results of Indoor Air, Ambient Air, and Sub-Slab Sampling  
Due Friday, April 13, 2018 or within 24-hours of receipt of indoor air analytical results,  
whichever is sooner.**

Please prepare and submit documentation of indoor air sampling. This documentation is to be submitted within 24-hours of receipt of indoor air analytical results and must include, at a minimum, the following elements:

- a) A cover letter certifying that samples were collected in accordance with an ACDEH approved Indoor Air Sampling and Analysis Plan. This cover letter must be signed and stamped by a registered professional with responsible charge of the project and must also include a statement as to if ARALs or URALs are exceeded. If ARALs or URALs are exceeded, the cover letter must also include a statement that the ACDEH approved Accelerated Response and Urgent Response Action Plan is being immediately implemented;
- b) A figure depicting the location of indoor air and ambient air samples collected at the Site. This figure must depict which samples, if any, exceed ARALs or URALs; and
- c) A summary table of indoor air analytical results which must include the applicable Regional Water Board Environmental Screening Levels (ESL’s), ARALs, and URALs for TCE.
- d) Analytical laboratory report(s) providing indoor air analytical results.

**Notice of Identification of Potential Trichloroethene Vapor Intrusion Issue**

**Little Property**

April 6, 2018

---

**CLOSING**

These reports are being requested pursuant to Proposition 65, and Section 13267 of the California Water Code.

If you have any questions, please call me at (510)567-6791 or send me an electronic mail message at [jonathan.sanders@acgov.org](mailto:jonathan.sanders@acgov.org).

Sincerely,



---

Dilan Roe, P.E. C73703  
Chief  
Land Water Division



---

Jonathan Sanders  
Senior Hazardous Materials Specialist  
Local Oversight and Site Cleanup Program

**ENCLOSURES:**

Attachment A Responsible Party (ies) Legal Requirements / Obligations

Attachment B File Names for Electronic Reports

**DISTRIBUTION LIST:**

Electronic File, GeoTracker

Dilan Roe, ACDEH Chief Land Water Division (Sent via E-mail to: [dilan.roe@acgov.org](mailto:dilan.roe@acgov.org))

Paresh Khatri, ACDEH Supervisor Site Cleanup Program (Sent via E-mail to: [paresh.khatri@acgov.org](mailto:paresh.khatri@acgov.org))

Ronald Browder, ACDEH Director (Sent via E-mail to: [ronald.browder@acgov.org](mailto:ronald.browder@acgov.org))

Jonathan Sanders, ACDEH Primary Caseworker (Sent via E-mail to: [jonathan.sanders@acgov.org](mailto:jonathan.sanders@acgov.org))

Randy Nathan, Star Canyon LLC (sent via email to: [randy@calaveraswines.com](mailto:randy@calaveraswines.com))

Marry Little, Little Property, 886 McElroy Street Oakland, CA, 94607

**ATTACHMENT A**

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



<b>Alameda County Environmental Cleanup Oversight Programs (LOP and SCP)</b>	<b>REVISION DATE:</b> December 14, 2017
	<b>ISSUE DATE:</b> July 25, 2012
	<b>PREVIOUS REVISIONS:</b> September 17, 2013, May 15, 2014, December 12, 2016
<b>SECTION:</b> ACDEH Procedures	<b>SUBJECT:</b> Responsible Party(ies) Legal Requirements / Obligations

**REPORT & DELIVERABLE REQUESTS**

Alameda County Department of Environmental Health (ACDEH) Cleanup Oversight Programs, Local Oversight Program (LOP) and Site Cleanup Program (SCP) require submission of all reports in electronic form to the State Water Board's (SWB) GeoTracker website in accordance with California Code of Regulations, Chapter 30, Division 3, Title 23 and Division 3, Title 27.

Leaking Underground Fuel Tank (LUFT) Cases

Reports and deliverable requests are 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 (RP) in conjunction with an unauthorized release from a petroleum underground storage tank (UST) system.

Site Cleanup Program (SCP) Cases

For non-petroleum UST cases, reports and deliverables requests are pursuant to California Health and Safety Code Section 101480.

ELECTRONIC SUBMITTAL OF REPORTS

A complete report submittal includes the PDF report and all associated electronic data files, including but not limited to GEO\_MAP, GEO\_XY, GEO\_Z, GEO\_BORE, GEO\_WELL, and laboratory analytical data in Electronic Deliverable Format™ (EDF). Additional information on these requirements is available on the State Water Board's website ([http://www.waterboards.ca.gov/water\\_issues/programs/ust/electronic\\_submittal/](http://www.waterboards.ca.gov/water_issues/programs/ust/electronic_submittal/))

- Do not upload draft reports to GeoTracker
- Rotate each page in the PDF document in the direction that will make it easiest to read on a computer monitor.

GEOTRACKER UPLOAD CERTIFICATION

Each report submittal is to include a GeoTracker Upload Summary Table with GeoTracker valid values<sup>1</sup> as illustrated in the example below to facilitate ACDEH review and verify compliance with GeoTracker requirements.

**GeoTracker Upload Table Example**

Report Title	Sample Period	PDF Report	GEO_MAPS	Sample ID	Matrix	GEO_Z	GEO_XY	GEO_BORE	GEO_WELL	EDF
<b>2016 Subsurface Investigation Report</b>	2016 S1	✓	✓	Effluent	SO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	✓
<b>2012 Site Assessment Work Plan</b>	2012	✓	✓			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2010 GW Investigation Report</b>	2008 Q4	✓	✓	SB-10	W	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	✓
				SB-10-6	SO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	✓
				MW-1	WG	✓	✓	✓	✓	✓
				SW-1	W	✓	✓	✓	✓	✓

<sup>1</sup> GeoTracker Survey XYZ, Well Data, and Site Map Guidelines & Restrictions, CA State Water Resources Control Board, April 2005

<b>Alameda County Environmental Cleanup Oversight Programs (LOP and SCP)</b>	<b>REVISION DATE:</b> NA
	<b>ISSUE DATE:</b> December 14, 2017
	<b>PREVIOUS REVISIONS:</b> September 17, 2013, May 15, 2014, December 12, 2016
<b>SECTION:</b> ACDEH Procedures	<b>SUBJECT:</b> Responsible Party(ies) Legal Requirements / Obligations

**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 the State Water Board's GeoTracker website." This letter must be signed by the Responsible Party, or legally authorized representative of the Responsible Party.

**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 and include the professional registration stamp, signature, and statement of professional certification. 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**

For LUFT cases, RP's non-compliance with these regulations may result in ineligibility to receive grant money from the state's Underground Storage Tank Cleanup Fund (Senate Bill 2004) to reimburse the cost of cleanup. Additional information is available on the internet at: [https://www.waterboards.ca.gov/water\\_issues/programs/ustcf/](https://www.waterboards.ca.gov/water_issues/programs/ustcf/)

**AGENCY OVERSIGHT**

Significant delays in conducting site assessment/cleanup or report submittals may result in referral of the case to the Regional Water 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.

**ATTACHMENT B**

**File Names for Electronic Reports**

<b>Alameda County Environmental Cleanup Oversight Programs (LOP and SCP)</b>	<b>REVISION DATE:</b> April 4, 2018
	<b>PREVIOUS REVISIONS:</b>  April 4, 2018, July 17, 2017, November 8, 2016, December 15, 2015, December 16, 2014, June 19, 2013, June 15, 2011, March 26, 2009, April 29, 2008
	<b>ISSUE DATE:</b> June 16, 2006
<b>SECTION:</b> Miscellaneous Administrative Topics & Procedures	<b>SUBJECT:</b> File Names for Electronic Reports

Format: REPORT\_NAME\_R\_YYYY-MM-DD  
Ex: SWI\_R\_VOL1\_2006-05-25

<b>LOP and SCP (VRAP) INCOMING REPORTS AND LETTERS</b>	
<b>Document Name</b>	<b>Abbreviation File Name= Abbreviation + Date (yyyy- mm-dd)</b>
Abandoned Well Information/Water Supply Well Information	ABWELLINF_R
Addendum	ADEND_R (added after report name)
Additional Information Report	ADD_R
Analytical Reports (Loose data sheets not in report)	ANALYT_R
As Built Drawings (or Plans)	AS_BUILT
Case File Scanned By OFD	CASE_FILE
Cleanup and Abatement Report	CAO_R
Case Transfer Form (from CUPA)	CASE_TRNSFR_F
Conduit Study/Well Search/Sensitive Receptor/Well Survey/Preferential Pathway Study	COND_WELL_R
Corrective Action Plan (CAP)	CAP_R
Correspondence	CORRES_L
Court Injunctions	INJ_L
Development Entitlement	DEV_ENTITLE
Development Plans (Includes Plan Set, Cross-sections, and Related Drawings)	DEV_PLAN
Development Schedule (Project Schedule, Gant Chart, etc.)	DEV_SCHD
DWR Confidential Well Logs (Report containing)	report name_R_CONFIDENTIAL_YYYY-MM-DD (Ex: SWI_R_CONFIDENTIAL_YYYY-MM-DD)
DWR Well Completion Report-Confidential (Loose well logs)	DWR_WELL_CONFIDENTIAL_YYYY-MM-DD (Date of Well Log)
ESI/DAR (Environmental Site Investigation, Data Assessment Report)	ESI_R
Excavation Report	EX_R
Extension Request Letter	EXT_RQ_L

Fact Sheet	FACT_SHT
------------	----------

Feasibility Study	FEASSTUD_R
Groundwater Monitoring/Quarterly Summary Report	GWM_R
Financial Assurance/Letter of Credit	FNCL_ASSRNC_LOC
Interim Remedial Action Plan	IRAP_R
Interim Remediation Results (Includes Pilot Test Reports, Vapor Mitigation Reports, Soil Reports, Free Product Removal Reports, & Dual-Phase Extraction Reports)	IR_R
Lawsuit	LAWSUIT_R
Migration Control Report	MIG_R
Miscellaneous Report/Soil Sample	MISC_R
Miscellaneous Sample Report (analytical results)	MISC_SAMP_R
Notification Letter	NOT_L
NPDES Miscellaneous Reports	NPDES_R
Operations & Maintenance Plan	OM_P
Operations & Maintenance Report	OM_R
Pay for Performance	PFP_R
Petition	PETITION_R
Phase 1 Environmental Assessment Report	PHASE1_R
Photos	PHOTO
Preliminary Site Assessment Report/Phase 2 (historic reports only)	PSA_R
Remedial Action Plan	RAP_R
Remedial Design & Implementation Plan	RDIP_R
Remediation Progress Report	REM_R
Request for Closure	RFC(_L or _R)
Risk Assessment Report	RISK_R
Risk Based Corrective Action	RBCA_R
List of Landowners Forms	LNDOWNR_F
SB2004 Letter of Commitment	LOC_L
Site Conceptual Model/Conceptual Site Model	SCM_R
Site Health & Safety Plan	SFTY_PLAN_R
Site Management	SITE_MANAGE_R_
Acknowledgement Statement for Site Management Plan	SMP_ACK_L

Site Management Plan	SMP_R
Site Summary Report	SITE_SUM_R
Soil and Water Investigation Report (Includes soil gas/vapor reports, indoor, additional site investigation, well installation, site characterization, cross section, indoor air, additional onsite investigation, Phase II/preliminary site assessment)	SWI_R
Soil Disposal Report	SOIL_DSPL_R
Source Area Characterization	SOURCAREA_R
State Information	STATE_INFO (no date)
Status Report(monthly remediation status reports addressed to sanitary district requires no stamp/perjury)	STAT_R
Tank/Tank System Removal Report	TNK_R
Tentative Order Report	TENT_R
Unauthorized Release Form	URF_R
UST Sampling Report	UST_SAMP_R
USTCF 5 Year Review	USTCF_5YR
USTCF issued Public Notice	USTCF_PP_L
Well Construction Report (limited to water supply wells)	WELL_CST_R
Well Decommissioning Report/Letter (well destruction/abandonment)	WELL_DCM_R
Work Plan	WP_R