

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 17, 2015

Union Oil of California
Chevron Corp.
Attn.: Jillian Holloway
6101 Bollinger Canyon Road
San Ramon, CA 94583

Phillips 66 Company
Attn: Ed Ralston
76 Broadway
Sacramento, CA 95818

Jagdish M. & Janki J. Moorjani Trust
2445 Castro Valley Blvd.
Castro Valley, CA 94546-5119

Jagdish M. Moorjani, Trustee of the Moorjani Family Trust
2445 Castro Valley Blvd.
Castro Valley, CA 94546-5119

Clover Trust 1997-1
(c/o: Tosco/Prop TX DC17)
PO Box 52085
Phoenix, AZ 85072

Suncor Holdings COP II LLC
(Attn: Keith Marks)
11601 Wilshire Blvd., Suite 700
Los Angeles, CA 90025

Subject: Fuel Leak Case No. RO0002968 and Geotracker Global ID T0619794453, Unocal #3072/ConocoPhillips; 2445 Castro Valley Blvd., Castro Valley, CA 94546; Add Responsible Parties

Dear Responsible Parties:

In a previous Notice of Responsibility dated June 20, 2008, ConocoPhillips, and Jagdish M & Janki J Moorjani Trust were notified that the above referenced site had been placed in the Local Oversight Program and that they had been named as Responsible Parties 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, 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.

Sincerely,

Keith Nowell, P.G.
Hazardous Materials Specialist

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)
Keith Nowell, ACEH (sent via electronic mail to: keith.nowell@acgov.org)
Cindy Davis, SWRCB, (sent via electronic mail to: 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 17, 2015

NOTICE OF RESPONSIBILITY

Site Name & Address:

UNOCAL #3072 / CONOCOPHILLIPS
2445 CASTRO VALLEY BLVD
CASTRO VALLEY, CA 94546

Local ID: RO0002968
Related ID: NA
RWQCB ID: NA
Global ID: T0619794453

Responsible Party:

PHILLIPS 66
ATTN: ED RALSTON
76 BROADWAY
SACRAMENTO CA 95818

Date First Reported: 3/17/2006
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 PHILLIPS 66 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: 03-18-15

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

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 17, 2015

NOTICE OF RESPONSIBILITY

Site Name & Address: UNOCAL #3072 / CONOCOPHILLIPS 2445 CASTRO VALLEY BLVD CASTRO VALLEY, CA 94546	Local ID: RO0002968 Related ID: NA RWQCB ID: NA Global ID: T0619794453
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Responsible Party:

JAGDISH M. & JANKI J. MOORJANI TRUST
2445 CASTRO VALLEY BLVD
CASTRO VALLEY CA 94546-5119

Date First Reported:	3/17/2006
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 JAGDISH M. & JANKI J. MOORJANI TRUST 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: 03-17-15

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

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 #: 7009 2820 0001 4359 8440

March 17, 2015

NOTICE OF RESPONSIBILITY

Site Name & Address:

**UNOCAL #3072 / CONOCOPHILLIPS
2445 CASTRO VALLEY BLVD
CASTRO VALLEY, CA 94546**

Local ID: **RO0002968**
Related ID: **NA**
RWQCB ID: **NA**
Global ID: **T0619794453**

Responsible Party:

**JAGDISH M. MOORJANI
TRUSTEE OF THE MOORJANI FAMILY TRUST
2445 CASTRO VALLEY BLVD
CASTRO VALLEY CA 94546**

Date First Reported: 3/17/2006
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 JAGDISH M. MOORJANI, TRUSTEE OF THE MOORJANI FAMILY TRUST 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: 03-17-15

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

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 #: 7009 2820 0001 4359 8457

March 17, 2015

NOTICE OF RESPONSIBILITY

Site Name & Address:

UNOCAL #3072 / CONOCOPHILLIPS
2445 CASTRO VALLEY BLVD
CASTRO VALLEY, CA 94546

Local ID: RO0002968
Related ID: NA
RWQCB ID: NA
Global ID: T0619794453

Responsible Party:

UNION OIL OF CALIFORNIA/CHEVRON CORP.
ATTN: JILLIAN HOLLOWAY
6101 BOLLINGER CANYON ROAD
SAN RAMON CA 94583

Date First Reported: 3/17/2006
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 OF CALIFORNIA/CHEVRON CORP. 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: 03-17-15

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

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 #: 7009 2820 0001 4359 8464

March 17, 2015

NOTICE OF RESPONSIBILITY

Site Name & Address:

UNOCAL #3072 / CONOCOPHILLIPS
2445 CASTRO VALLEY BLVD
CASTRO VALLEY, CA 94546

Local ID: RO0002968
Related ID: NA
RWQCB ID: NA
Global ID: T0619794453

Responsible Party:

CLOVER TRUST 1997-1
C/O: TOSCO/PROP TX DC17
PO BOX 52085
PHOENIX AZ 85072

Date First Reported: 3/17/2006
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 CLOVER TRUST 1997-1 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.

Date: 03-17-15

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

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 #: 7009 2820 0001 4359 8471

March 17, 2015

NOTICE OF RESPONSIBILITY

Site Name & Address:

UNOCAL #3072 / CONOCOPHILLIPS
2445 CASTRO VALLEY BLVD
CASTRO VALLEY, CA 94546

Local ID: RO0002968
Related ID: NA
RWQCB ID: NA
Global ID: T0619794453

Responsible Party:

SUNCOR HOLDINGS COP II LLC
ATTN: KEITH MARKS
11601 WILSHIRE BLVD #700
LOS ANGELES CA 90025

Date First Reported: 3/17/2006
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 SUNCOR HOLDINGS COP II 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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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: 03-17-15

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

ALAMEDA COUNTY ENVIRONMENTAL HEALTH
LUFT LOCAL OVERSIGHT PROGRAM

ATTACHMENT A - RESPONSIBLE PARTIES DATA SHEET

March 17, 2015

Site Name & Address:

UNOCAL #3072 / CONOCOPHILLIPS
2445 CASTRO VALLEY BLVD
CASTRO VALLEY, CA 94546

Local ID: RO0002968
Related ID: NA
RWQCB ID: NA
Global ID: T0619794453

All Responsible Parties

RP has been named a Primary RP - JAGDISH M. & JANKI J. MOORJANI TRUST

2445 CASTRO VALLEY BLVD | CASTRO VALLEY, CA 94546-5119 | No Phone Number Listed

RP has been named a Primary RP - UNION OIL OF CALIFORNIA/CHEVRON CORP.

ATTN: JILLIAN HOLLOWAY

6101 BOLLINGER CANYON ROAD | SAN RAMON, CA 94583 | No Phone Number Listed

RP has been named a Primary RP - PHILLIPS 66

ATTN: ED RALSTON

76 BROADWAY | SACRAMENTO, CA 95818 | Phone (916) 558-7633

RP has been named a Primary RP - CLOVER TRUST 1997-1

C/O: TOSCO/PROP TX DC17

PO BOX 52085 | PHOENIX, AZ 85072 | No Phone Number Listed

RP has been named a Primary RP - SUNCOR HOLDINGS COP II LLC

ATTN: KEITH MARKS

11601 WILSHIRE BLVD #700 | LOS ANGELES, CA 90025 | No Phone Number Listed

RP has been named a Primary RP - JAGDISH M. MOORJANI, TRUSTEE OF THE MOORJANI FAMILY TRUST

2445 CASTRO VALLEY BLVD | CASTRO VALLEY, CA 94546 | No Phone Number Listed

ATTACHMENT A - RESPONSIBLE PARTIES DATA SHEET (Continued)

March 17, 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."

ATTACHMENT A - RESPONSIBLE PARTIES DATA SHEET (Continued)

March 17, 2015

Responsible Party Identification

Existence of Unauthorized Release

Three 10,000-gallon underground storage tanks (USTs) (two gasoline and one diesel) and one 550-gallon waste-oil UST were excavated and removed from the site between November 1989 and February 1990. The condition of the USTs was not described in the reports that are in the ACEH files. Maximum petroleum hydrocarbon concentrations of 1,900 milligrams per kilogram (mg/Kg) total petroleum hydrocarbons as gasoline (TPH-g) and 24 mg/Kg total petroleum hydrocarbons as diesel (TPH-d) were detected in initial sidewall soil samples collected during the tank removal. A baseline site assessment conducted in 2005 revealed maximum concentrations of 480 mg/Kg TPH-g and 0.11 mg/Kg MTBE in soil. MTBE was detected in groundwater samples at a maximum concentration of 87 micrograms per liter (ug/L). 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 ("Union Oil"), a wholly-owned subsidiary of Unocal Corporation, acquired title of the property in March 1972. Through mergers and acquisitions, Chevron acquired Union Oil. Chevron Corporation, as a successor to Union Oil, meets the definition of a responsible party for the site because it owned or operated underground storage tanks used for the storage of any hazardous substance (Definition 1), owned the property where an unauthorized release occurred (Definition 3), and had control over underground storage tanks at the time of or following an unauthorized release of a hazardous substance (Definition 4).

Union Oil Company of California ("Union Oil"), a wholly-owned subsidiary of Unocal Corporation, acquired title of the property in March 1972. Through a series of mergers, acquisitions, and spin offs, Union Oil divested certain refining and marketing assets to Tosco (including the Union 76 brand), which was acquired by Phillips Petroleum. Phillips Petroleum merged with Conoco to form ConocoPhillips, and most recently spun-off Phillips 66 Company. Phillips 66 Company, as a successor to Union Oil, meets the definition of a responsible party for the site because it owned or operated underground storage tanks used for the storage of any hazardous substance (Definition 1), owned the property where an unauthorized release occurred (Definition 3), and had control over underground storage tanks at the time of or following an unauthorized release of a hazardous substance (Definition 4).

Clover Trust 1997-1 (c/o: Tosco / Prop TX DC17)) acquired title of the property in April 1997. Clover Trust 1997-1 meets the definition of a responsible party for the site because it owned the property where an unauthorized release occurred (Definition 3).

Suncor Holdings COP II LLC (attn.: Keith Marks) acquired title of the property in December 2005. Suncor Holdings COP II LLC is a responsible party because it owned the property where an unauthorized release of a hazardous substance from an underground storage tank has occurred (Definition 3).

The individual(s), trustee(s), or trust of Jagdish M. and Janki J. Moorjani Trust acquired title of the property in December 2005. The individual(s), trustee(s), or trust of Jagdish M. and Janki J. Moorjani Trust are a responsible party because they owned the property where an unauthorized release of a hazardous substance from an underground storage tank has occurred (Definition 3).

Jagdish M. Moorjani, Trustee of the Moorjani Family Trust is the current Fee Title Owner of the property as listed on the April 25, 2013 Certified List of Record Fee Title Owners. Jagdish M. Moorjani, Trustee of the Moorjani Family Trust 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/).

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.**
- **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) 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 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.