



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

September 21, 2011

Ms. Ann Marie Holland Tiers  
Estate of Jack Holland  
1498 Hamrick Lane  
Hayward, CA 94544

Ms. Barbara Holland  
P.O. Box 5  
Kentfield, CA 94914

Ms. Eileen Dalton (*Sent via E-mail to: [eileen.dalton@acgov.org](mailto:eileen.dalton@acgov.org)*)  
Alameda County Redevelopment Agency  
224 West Winton Avenue  
Hayward, CA 94544

Subject: Fuel Leak Case No. RO0003078 and GeoTracker Global ID T10000003245, Ashland Youth Center, 16301 East 14<sup>th</sup> Street, San Leandro, CA 94580

Dear Ms. Tiers, Ms. Holland, and Ms. Dalton:

Contaminated soils were encountered during grading activities for the Ashland Youth Center on August 16, 2011. Grading activities were stopped and a meeting was held at the site on August 18, 2011 to review the site conditions. The meeting was attended by Charles Miller of Alameda County General Services Administration (GSA), Jerry Wickham of Alameda County Environmental Health (ACEH), Jeff Setera of SANDIS, Nathan Allen of SANDIS, Logan Medeiros of Rockridge, Craig Shields of Rockridge, and Matt Gates of G&B. Following the August 18, 2011 meeting, ACEH received plans by email on August 19, 2011 to conduct soil sampling in a grid pattern across the site. The soil sampling was to be performed on August 22, 2011. In order to expedite the proposed sampling, ACEH reviewed and conditionally approved those plans the same day in an email dated August 19, 2011.

Alameda County GSA decided to postpone the sampling and have the plans reviewed by an environmental consultant. On August 29, 2011, ACEH received a Revised Soil Sampling Plan from the Cornerstone Earth Group to conduct soil sampling across the site. The sampling was planned for August 30, 2011. ACEH reviewed and conditionally approved those plans on the same day received they were received in an email dated August 29, 2011.

ACEH has provided immediate reviews and conditional approvals of sampling plans in order to expedite plans for the Ashland Youth Center. In order to formally document the most recent review and conditional approval, ACEH is providing this directive letter. We request that you incorporate the technical comments into the proposed work and send us the reports requested below.

### **TECHNICAL COMMENTS**

1. **Revised Soil Sampling Plan dated August 29, 2011.** ACEH received a Revised Soil Sampling Plan dated August 29, 2011 prepared by Cornerstone Earth Group on behalf of the Alameda County GSA. The Revised Soil Sampling Plan was conditionally approved with the following two conditions:
  - If visual staining, odor, elevated PID readings, or other obvious signs of contamination are observed in a test pit, the fixed sample intervals will be adjusted or additional soil samples will be collected as necessary to characterize the contamination.
  - The conditions in each test pit will be logged by a qualified engineer or geologist.

Please present the results from the soil sampling in the report requested below.

### **TECHNICAL REPORT REQUEST**

Please submit technical reports to Alameda County Environmental Health (Attention: Jerry Wickham), according to the following schedule:

- **October 28, 2011** – Soil Sampling Report

If you have any questions, please call me at (510) 567-6791 or send me an electronic mail message at [jerry.wickham@acgov.org](mailto:jerry.wickham@acgov.org). Online case files are available for review at the following website: <http://www.acgov.org/aceh/index.htm>. If your email address does not appear on the cover page of this notification ACEH is requesting you provide your email address so that we can correspond with you quickly and efficiently regarding your case.

Sincerely,

Jerry Wickham, California PG 3766, CEG 1177, and CHG 297  
Senior Hazardous Materials Specialist

Attachment: Responsible Party(ies) Legal Requirements/Obligations

Enclosure: ACEH Electronic Report Upload (ftp) Instructions

Responsible Parties  
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cc: Judy Reid, State Water Resources Control Board, Division of Financial Assistance, P.O. Box 944212  
Sacramento, CA 94244-2120 (Sent via E-mail to: [JREID@waterboards.ca.gov](mailto:JREID@waterboards.ca.gov))

Charles Miller, Alameda County GSA, 1401 Lakeside Drive, Suite 800, Oakland, CA 94612 (Sent  
via E-mail to: [charles.miller@acgov.org](mailto:charles.miller@acgov.org))

Lane Bailey, Alameda County Redevelopment Agency, 224 West Winton Avenue, Hayward, CA  
94544 (Sent via E-mail to: [lane.bailey@acgov.org](mailto:lane.bailey@acgov.org))

Jeff Setera, SANDIS, 1721 Broadway, Suite 201, Oakland, CA 94612  
(Sent via E-mail to: [jsetera@sandis.net](mailto:jsetera@sandis.net))

Peter Langtry, Cornerstone Earth Group, 2737 North Main Street, Unit 10, Walnut Creek, CA 94597  
(Sent via E-mail to: [plangtry@cornerstoneearth.com](mailto:plangtry@cornerstoneearth.com))

Donna Drogos, ACEH (Sent via E-mail to: [donna.drogos@acgov.org](mailto:donna.drogos@acgov.org))  
Jerry Wickham, ACEH (Sent via E-mail to: [jerry.wickham@acgov.org](mailto:jerry.wickham@acgov.org))

GeoTracker, eFile

## Attachment 1

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

#### REPORT REQUESTS

These reports are being requested pursuant to California Health and Safety Code Section 25296.10. 23 CCR Sections 2652 through 2654, and 2721 through 2728 outline the responsibilities of a responsible party in response to an unauthorized release from a petroleum UST system, and require your compliance with this request.

#### ELECTRONIC SUBMITTAL OF REPORTS

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/](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.

<b>Alameda County Environmental Cleanup Oversight Programs (LOP and SLIC)</b>	<b>REVISION DATE:</b> July 20, 2010
	<b>ISSUE DATE:</b> July 5, 2005
	<b>PREVIOUS REVISIONS:</b> October 31, 2005; December 16, 2005; March 27, 2009; July 8, 2010
<b>SECTION:</b> Miscellaneous Administrative Topics & Procedures	<b>SUBJECT:</b> 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](mailto:deh.loptoxic@acgov.org)
  - b) In the subject line of your request, be sure to include "**ftp PASSWORD REQUEST**" and in the body of your request, include the **Contact Information, Site Addresses,** and the **Case Numbers (RO# available in Geotracker) you will be posting for.**
- 2) Upload Files to the ftp Site
  - a) 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](mailto:deh.loptoxic@acgov.org) notify us that you have placed a report on our ftp site.
  - b) Copy your Caseworker on the e-mail. Your Caseworker's e-mail address is the entire first name then a period and entire last name @acgov.org. (e.g., firstname.lastname@acgov.org)
  - c) The subject line of the e-mail must start with the RO# followed by **Report Upload.** (e.g., Subject: RO1234 Report Upload) If site is a new case without an RO#, use the street address instead.
  - d) If your document meets the above requirements and you follow the submission instructions, you will receive a notification by email indicating that your document was successfully uploaded to the ftp site.