

MINUTES
TRACKING MEETING
ENVIRONMENTAL ACTIONS AT
ALAMEDA POINT

These minutes summarize the tracking meeting for environmental actions at Alameda Point. The meeting was held on **October 28, 1997**, between 9:00 a.m. and 11:00 a.m. at Building 1, 950 Mall Square, Alameda Point, Alameda, California. The following people attended the meeting:

<u>Name</u>	<u>Organization</u>	<u>Phone</u>
Steve Edde	Base Realignment and Closure (BRAC) Environmental Coordinator (BEC)	(510) 749-8903
Anna-Marie Cook	U.S. Environmental Protection Agency (EPA)	(415) 744-2367
Tom Lanphar	Department of Toxic Substances Control (DTSC)	(510) 540-3844
Mary Rose Cassa	DTSC	(510) 540-3769
Lisa Fasano	Navy Transfer Office (NTO) Alameda Point	(510) 749-8993
Camille Garibaldi	Naval Facilities Engineering Command, Engineering Field Activity West (EFA WEST)	(650) 244-2516
George Kikugawa	EFA WEST	(650) 244-2549
Ann Klimek	EFA WEST	(650) 244-2714
Patricia McFadden	EFA WEST	(650) 244-2520
Dennis Wong	EFA WEST	(650) 244-2526
Karen Hack	Restoration Advisory Board (RAB) Member and ARC Ecology	(415) 495-1786
Duane Balch	Tetra Tech EM Inc. (TtEMI)	(916) 853-4529
Marie Rainwater	TtEMI	(415) 222-8279

Opening: Administrative

The tracking meeting officially started at 9:16 a.m. Attachment A contains a copy of the meeting agenda distributed on October 24, 1997. Attachment B includes copies of the tracking meeting project status summary sheets.

The Navy's BEC, Mr. Steve Edde, asked for introductions from everyone since the new DTSC member of the BRAC Cleanup Team (BCT), Ms. Mary Rose Cassa, was in attendance. Ms. Cassa will be replacing Mr. Tom Lanphar. Mr. Lanphar mentioned that he would still be involved with the Alameda Point project until he completed his review of the draft screening documents for the environmental baseline survey (EBS). He also indicated that he would be attending the November 4, 1997, RAB meeting.

Mr. Edde then asked for comments on the minutes of the September 16, 1997, tracking meeting, which had been distributed on September 24, 1997. Before approving the minutes, Mr. Lanphar asked about the status of the revised operable unit (OU) map showing installation restoration (IR) sites and individual OUs. Ms. Ann Klimek (EFA WEST) stated that the Navy was still updating the maps and explained that copies of the updated maps would be provided as soon as possible to Mr. Edde for distribution to the

BCT. Mr. Lanphar suggested that the Navy allow him to review a draft copy before it was distributed. The September 16, 1997, minutes were then approved. Mr. Edde also noted that Ms. Lisa Fasano, the Alameda Point public affairs officer, would be coming into the meeting later in the morning to discuss the upcoming community open house on November 15, 1997.

Action Item: The Navy will provide updated OU and IR site maps, as they become available, to Mr. Steve Edde for distribution to the BCT.

Item: Remedial Project Manager Reports

During the course of the meeting, Navy remedial project managers (RPM) distributed their project summary sheets (see Attachment B). Only key items discussed from these sheets are summarized below.

Federal Facility Site Remediation Agreement Status

The status of the agreement between the state, represented by the DTSC, and the Navy on a federal facility site remediation agreement (FFSRA) for Alameda Point is unchanged. The issue is still being discussed and handled at the management level of each agency.

Remedial Investigation Schedule - Operable Unit 1

The Navy's Ms. Patricia McFadden stated that the production of the OU 1 remedial investigation (RI) document was progressing on schedule. Delivery of the draft document for agency and RAB review is targeted for February 10, 1998. Ms. McFadden expressed a desire to have a presentation or "workshop" for the RAB at either the December or January RAB meeting to discuss key issues and concepts in the OU 1 RI document.

Action Item: Ms. McFadden will update the BCT with a specific RI presentation plan before the December 1997 RAB meeting.

The Navy also inquired as to the status of the DTSC's review of the total petroleum hydrocarbon (TPH) risk-based corrective action (RBCA) draft documents for OU 1 IR sites 3, 7, 11, 12, and 22. Mr. Lanphar said he was still developing his comments.

Action Item: DTSC will provide comments on the TPH RBCA documents as soon as possible.

Sites 4, 5, and 14 Investigation

The work plan for the investigation of Sites 4 and 5, including additional work at the sump at Site 14, was delivered to the agencies on September 23, 1997. Responses from the agencies are expected by October 23. Given the change in BCT membership for the state and EPA, a meeting to discuss the document was set for November 4, 1997, at Alameda Point at 9 a.m. A date for comments from the agencies was revised to November 13, 1997, pending the meeting on November 4.

Action Item: The Navy and BCT will meet on November 4, 1997, to discuss the Site 4, 5, and 14, work plan; agency comments will be submitted by November 13.

Beneficial Use of Groundwater Issues

Ms. McFadden indicated that work continues on a groundwater technical memorandum addressing water quality and how it impacts the risk assessments and feasibility studies. She stated that the memorandum will be distributed in early 1998 in conjunction with the OU 1 RI document.

Site 15 and Site 16 Removal Actions

Mr. Dennis Wong (EFA WEST) stated that field work was nearing completion on the Site 15 and Site 16 removal actions. Field work began on September 20. Small "hot spots" were identified at Site 16 during confirmation sampling and follow-on excavation is scheduled to occur on November 1 and 2. The BCT and Ms. Karen Hack (Alameda Point RAB member/ARC Ecology) expressed concern that the Navy be sure to notify Encinal High School representatives that additional work would be occurring.

Action Item: The Navy will contact both International Technology Corporation (IT Corp), the removal action contractor, and representatives of Encinal High School to confirm that additional excavation at Site 16 will be occurring on November 1.

Mr. George Kikugawa (EFA WEST) added that the final action memorandum as well as the final modified engineering evaluations/cost analyses (EE/CA) for Sites 15 and 16 were being prepared for distribution on November 4, 1997.

Site 5 Tank Closure Report

The Site 5 underground storage tank (UST) closure report was submitted to the BCT and Alameda County on September 24, 1997, and responses were requested by October 27, 1997. Since no comments have been received, Navy representatives indicated they would like to finalize the document. The DTSC representatives concurred, saying they would have no comments.

Treatability Studies

Mr. Wong indicated that GeoKinetics would be mobilizing for their electrokinetic demonstration at the Site 5 plating shop the week of November 7 and that their revised pilot-scale work plan would be distributed to the agencies on November 7. Comments would be requested by November 21. Mr. Steve Edde indicated that Mr. Wong should provide Ms. Lisa Fasano with a schedule of the electrokinetic demonstration so information about the activities could be provided to the community.

Action Item: The Navy will provide a schedule of activities for the Site 5 plating shop treatability demonstration.

Mr. Wong added that the revised final groundwater monitoring plan for the RI program was distributed October 16, 1997, after EPA comments, received on October 7, were addressed.

Other Treatability Study Activities

The draft treatability study proposal, which specifies three types of treatment technologies (phytoremediation at Site 4, surfactant-enhanced product recovery at Site 5, and emulsion recycling at Site 13) will be available for agency review on November 17, 1997. The Navy representatives asked for agency comments by December 2, 1997.

Berkeley Environmental Restoration Center Activities

Ms. Camille Garibaldi (EFA WEST) informed the group that the Berkeley Environmental Restoration Center (BERC) had finished its field work at the Seaplane Lagoon and would be moving next to the wetland area near Site 2 in November. A site visit will be planned for the BCT during the wetland field work. The Navy will check with BERC about scheduling a presentation on BERC's recent bioremediation assessment work at Site 3 and Site 13 for the RAB in November or December.

Action Items: The Navy will schedule a BCT site visit during BERC's field work and a BERC presentation for the RAB.

Radiological Removal Action

Ms. Garibaldi asked the BCT to schedule a meeting to discuss the technical work document (TWD) summarizing the details of the proposed radiological removal actions at Sites 1, 2, 5, and 10. A meeting was set up for 11 a.m. on November 4, 1997, following the 9 a.m. meeting planned to discuss the Sites 4, 5, and 14 work plan. Mr. Lanphar asked that copies of the SSPTS landfill radiation survey work plan be forwarded to Ms. Penny Leinwander (the California Department of Health Services) and Mr. Steve Dean (EPA). Mr. Lanphar indicated he was still reviewing the Navy's letter request for the state's site-specific applicable or relevant and appropriate requirements for the radiological removal action.

Action Items: The BCT will meet on November 4 at 11 a.m. at Alameda Point to discuss the TWD; the Navy will forward copies of the SSPTS landfill radiation survey work plan to Ms. Penny Leinwander (California Department of Health Services) and to Mr. Steve Dean (EPA).

Environmental Baseline Survey Project Status

Ms. Ann Klimek distributed the latest EBS project status summary sheet. Ms. Klimek indicated that the Navy and its contractors continued to generate the draft data summary reports for Phase II A and perform the tiered screening process. The Navy delayed delivery of these documents on the 10 EBS zones (east to west) to the agencies until at least November 21, 1997. Agency comments will be due in late December 1997 or early January 1998.

BRAC Cleanup Plan Update

Though not confirmed in writing from Navy headquarters in Washington, DC, Ms. Klimek indicated to the BCT that the BRAC cleanup plan (BCP) would need to be reviewed by the BCT and that text and tables would need to be updated. To get a draft into the hands of the RAB by the end of December 1997, work should begin as soon as possible. Ms. Klimek requested that the BCT members begin reviewing sections of their March 1997 BCPs and revising as necessary. Mr. Edde and Ms. Klimek agreed to communicate on how and when the document could be assembled.

Community Relations

Ms. Fasano provided the BCT with a brief update of the upcoming November 15, 1997, environmental open house for Alameda Point. The open house will be conducted from 10 a.m. to 2 p.m. on Saturday November 15. As a community outreach activity, it will be geared toward the general public. The main activities will be at Building 1. Several informational stations or booths will be set up and will include poster boards describing ecological issues, cleanup activities and accomplishments, as well as the RAB members and their roles. There will be three bus tours of the facility. Ms. Fasano explained that invitations would be sent out as inserts in the local papers, conceivably reaching 25,000 people. There was a brief discussion about finding a way to provide refreshments for the attendees as well. Ms. Fasano

thought that the open house could draw as few as 100 people to more than 1,000, depending on the weather and other public interest factors.

Item: Closure and Action Items Summary

Mr. Edde announced that since it was likely that the Navy's Ms. Teresa Bernhard would be out on maternity leave by early December, her involvement with key ecological issues at Alameda Point will shift to other Navy personnel, perhaps Ms. Lisa Hunt. Ms. Klimek will meet with Mr. Edde to discuss an interim replacement and point of contact during this period.

Action items from the meeting are summarized as follows:

- The Navy will provide updated OU and IR site maps as they become available to Mr. Steve Edde for distribution to the BCT.
- Ms. McFadden will update the BCT with a specific RI presentation plan before the December 1997 RAB meeting.
- The DTSC will provide comments on the TPH RBCA documents as soon as possible.
- The Navy and BCT will meet on November 4, 1997, to discuss the Sites 4, 5, and 14, work plan; agency comments will be submitted by November 13.
- The Navy will contact both IT Corporation, the removal action contractor, and representatives of Encinal High School to confirm that additional excavation at Site 16 will be occurring on November 1 and 2.
- The Navy will provide a schedule of activities for the Site 5 plating shop treatability demonstration.
- The Navy will schedule a BCT site visit during BEREC's field work and a BEREC presentation for the RAB.
- The BCT will meet on November 4 at 11 a.m. at Alameda Point to discuss the TWD; the Navy will forward copies of the SSPORTS landfill radiation survey work plan to Ms. Penny Leinwander (California Department of Health Services) and Mr. Steve Dean (EPA).

The next tracking meeting will be held on **Tuesday, December 9, 1997**, at Alameda Point, Bldg 1, from **9:00 a.m. to 11:30 a.m.** Other key meetings and dates are summarized as follows:

- **November 4, 1997** Sites 4, 5, and 14 Work Plan Discussion, Alameda Point, in Building 1, at 9 a.m.
- **November 4, 1997** Sites 1, 2, 5, and 10 Technical Work Document Discussion, Alameda Point, in Building 1, at 11 a.m.

- **November 4, 1997** RAB Meeting, location to be determined, Alameda, 7 p.m.
- **December 2, 1997** RAB Meeting, location to be determined, Alameda, 7 p.m.
- **December 9, 1997** Tracking Meeting, Building 1, Main Conference Room, Alameda Point, 9 a.m. to 11:30 a.m.
- **January 6, 1998** RAB Meeting, location to be determined, Alameda, 7 p.m.
- **January 20, 1998** Tracking Meeting, Building 1, Main Conference Room, Alameda Point, 9 a.m. to 11:30 a.m.

Attachment A

October 28, 1997

Agenda

Tracking Meeting

Environmental Actions at Alameda Point

AGENDA

TRACKING MEETING Environmental Actions at ALAMEDA POINT

Date: October 28, 1997, Tuesday
Time: 9:00 a.m. - 11:30 a.m.
Place: 950 Mall Square, Building 1, Alameda Point, Alameda, California

<u>Time</u>	<u>Topic</u>	<u>**</u>	<u>Leader</u>	<u>Pre Reading</u>	<u>Desired Outcome</u>
9:00-9:15	Opening Comments, Updates, Previous Meeting Minutes	D	<i>BRAC Cleanup Team</i>	Minutes from September 16 th meeting	Administrative/Approval of previous meeting minutes
9:15-9:20	FFSRA	I	<i>Camille Garibaldi</i>	None	Review current actions/determine action items
9:20-9:50	RBCA -TPH documents, Sites 4, 5, 14 actions, Site 24 sampling, other ecological work, treatability studies under CTO 57.	D/I	Dan Yee - TPH; Patricia McFadden - RI/FS; Dennis Wong/ George Kikugawa - treatability studies	RBCA - TPH docs.	Review current actions/determine action items
9:50-10:00	BERC treatability studies, Site 5 EK demonstration, and the University of Waterloo Site 1 demonstration project.	I	<i>Dennis Wong, George Kikugawa</i>	None	Review current actions/determine action items
10:00-10:15	Site 15/16 actions, and status of radiological surveys	I	<i>George Kikugawa</i>	None	Review current actions/determine action items
10:15-10:30	Site 18 removal action, Site 5 UST, Site 15/16	I	<i>Dennis Wong</i>	None	Review current actions/determine action items

<u>Time</u>	<u>Topic</u>	<u>**</u>	<u>Leader</u>	<u>Pre Reading</u>	<u>Desired Outcome</u>
10:30-10:45	EBS Status, human health tiered screening, and EBS schedules; BRAC Cleanup Plan (BCP) update for March 1998.	I	<i>Ann Klimek/Steve Edde & BCT</i>	None	Review current actions/determine action items
10:45-11:00	Community Relations , Compliance Programs; Other Activities	I	<i>Lisa Fasano (ComRel)/ NAS Alameda / EFA West</i>	None	Review current actions/determine action items
11:00-11:30	Closure / Action Item Summary	I	<i>BCT/Navy</i>	None	Confirm key action dates for individual actions and revisit prioritization, key deadlines, and required follow-up actions. Identify appropriate action items and assign individuals target objectives and action due dates.

** D = Decision/Discussion, I = Informational, C = Discussion/Input

Meeting Notes and Actions:

Attachment B

October 28, 1997

Project Status Summary Sheets

**Tracking Meeting
Environmental Actions at Alameda Point**

ATTACHMENT B – PROJECT STATUS SHEETS

**28 OCTOBER 1997 MONTHLY TRACKING
MEETING MINUTES FOR ENVIRONMENTAL
ACTIONS**

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Naval Facilities Engineering Command
Southwest Division
1230 Columbia Street, Suite 1100
San Diego, CA 92101-8517

DATE: 04/03/03
DO: 021
LOCATION: Alameda Point, Alameda, California

FROM: Michael Wanta, Contract Manager

DOCUMENT TITLE AND DATE:

BRAC Cleanup Team After Action Reports from 1990 through 2000 and 2001 through 2002
April 2, 2003

TYPE: Contractual Deliverable (checkbox), Technical Deliverable (checkbox), Other (TC) (checked)

VERSION: NA REVISION #: NA
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