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Subj: PROGRESS REVIEW MEETING MINUTES, NAVAL AIR STATION (NAS)
ALAMEDA, CALIFORNIA

Encl: (1) Progress Review Meeting Minutes for October 11, 1994

1. Enclosure (1) is the Progress Review Meeting Minutes for the meeting held on October 11, 1994 on the Remedial Investigation/Feasibility Study at Naval Air Station (NAS) Alameda, CA.
2. If you have any questions regarding this matter, I can be reached at (415) 244-2524, FAX (415) 244-2553.

Original signed by:

GARY MUNEKAWA
By direction

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US Environmental Protection Agency (Attn: James Ricks)
California Department of Toxic Substances Control (Attn: Tom Lanphar)
California Regional Water Quality Control Board (Attn: James Nusrala)

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MINUTES

PROGRESS REVIEW MEETING NAS ALAMEDA

Date: October 11, 1994, Tuesday
Time: 9:00 am - 4:00 pm
Place: Building 1, NAS Alameda, Alameda, California

Attendees:

<u>NAME</u>	<u>ORGANIZATION</u>	<u>PHONE</u>
Tom Lanphar	Cal-EPA, Dept. Toxic Substances Control (DTSC)	510/540-3809
James Nusrala	California Regional Water Quality Control Board	510/286-0301
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Ann Klimek	NAS Alameda	510/263-3729
Mike Petouhoff	NAS Alameda BRAC Environmental Coordinator (BEC)	510/263-3726
Roger Caswell	Naval Aviation Depot (NADEP), Alameda	510/263-6241
Duane Balch	PRC Environmental Management, Inc.	916/852-8300
Susan Willoughby	PRC-EMI	916/852-8300

AGENDA ITEMS

Item: #1 Schedules
Opening: BCT, PRC
Process: Discuss status of scheduled IRP, EBS, UST, SMP, and early action activities, identify critical interdependencies, and identify critical paths for each area of planned activities.
Goal: To refine existing schedules and target critical activities for immediate action, to specify goal of upcoming October 18, 1994 schedule refinement meeting.
Closing: Concur on critical timeframes and overall schedules.

ACTION ITEM(S):

A draft copy of the schedule for activities performed under IR program contract task orders 260, 280, and 316 was distributed, reflecting division of the parcels and areas into zones as a result of the September 20 discussion on schedules. Several meeting dates were set to discuss the following: groundwater issues and PEP sewer line sampling protocols (10/25/94 @ DTSC), ecological assessment follow-on work activities (11/9/94 @ DTSC), and risk assessment strategies (11/14/94 @ DTSC). A separate meeting was scheduled for 10/18/94 @ DTSC to discuss RI/FS, early action and treatability studies schedules.

Item: #2 BRAC Cleanup Plan (BCP) Update

Opening: Navy, PRC

Process: Discuss planned activities for updating the BCP, including identification of key points of contact for update information (compliance, EBS, ecological assessment, contracting, community involvement, etc.); setting dates for BCP update-specific meetings.

Goal: Identify individuals and their responsibilities for incorporating update information into the BCP.

Closing: Concur on responsibilities, activities, and content for updating the BCP.

ACTION ITEM(S):

Lt. Petouhoff briefly discussed utility issues as they affect possible transfer of parcels, and that this needs inclusion in Chapter 2 of the BCP. Agreed to meet on **10/18/94 @ DTSC** to discuss schedule integration, OU and zone definitions, and early actions, as well as their importance to the BCP update.

Item: #3 ARARs Letter

Opening: Navy, PRC

Process: Update project team on status of ARARs letter sent to DTSC.

Goal: Clarify purpose and intent of ARARs request.

Closing: Understanding of timeframe for receipt of DTSC response.

ACTION ITEM(S):

Discussed that the draft ARARs letter was in Navy review and would be submitted to the DTSC by **10/20/94**. The DTSC indicated that it would ask all other agencies (in its role as lead regulatory agency) for their facility-specific ARARs by the end of **December 1994**.

Item: #4 Deliverables List for the Restoration Advisory Board (RAB)

Opening: PRC, Navy

Process: Discuss deliverables to be generated for ongoing and future activities.

Goal: To identify which deliverables would be critical for RAB input, so as to generate a list and timeframe for their review by the RAB.

Closing: Concur on the content of, and the approximate document delivery date for a list for submittal to the RAB.

ACTION ITEM(S):

PRC indicated that it had put together for Navy review a deliverables list of documents for the RAB. This list was distributed at the meeting and comments solicited about the change from operable units to zones for the RI/FS reports. PRC indicated that it would revise the list to reflect zone reports if and when the BCT decides that zones are the appropriate management tool to be used for the integration of IR and parcel sites. Tom Lanphar of the DTSC stated that he was considering merger of zones 3 and 5, and that he would like to clarify that approach (and zone definitions) at the "schedule definition" meeting slated for **10/18/94 @ DTSC**. Lt. Petouhoff suggested that the project team consider a Gant chart-like approach to track deliverables that would focus on the next six to 18 months.

Item: #5 Cleanup Documentation Issues Update

Opening: Navy

Process: Discuss Navy position on cleanup documentation approaches.

Goal: Provide Navy legal counsel's perspective on appropriate cleanup documentation to streamline early action documents and decision-making.

Closing: Acknowledge feasible cleanup documentation processes for discussion during early actions meeting on October 14, 1994.

ACTION ITEM(S):

In response to Navy E-mail on this subject by Lt. Petouhoff dated September 8, 1994, and to ongoing discussions with the BCT, Navy stated that it would be meeting on **10/13/94 @ EFA West** with its in-house legal counsel to discuss the Navy position and philosophy on decision document processes, particularly as it relates to early actions and supporting the State's obligation to meet its CEQA obligations, and as it relates to wording within Section 7.5 and Section 11 of the draft FFSRA. It was agreed that these positions would be discussed amongst the BCT and project team at an early actions meeting at **DTSC on 10/14/94**.

Item: #6 Upcoming Fiscal Year 1995 Actions

Opening: Navy, PRC team

Process: Discuss status of currently unfunded FY 95 actions required for meeting critical RI/FS activity objectives, and discuss contractual options by which these activities can be implemented.

Goal: To assess and prioritize key actions, such as ecological assessment follow-on work, Zone 1 EE/CAs and their implementation, etc.

Closing: Identify contractual activities/actions needed to address areas of concerns.

ACTION ITEM(S):

A long discussion ensued about current CLEAN funding constraints and about CLEAN, RAC, UCB, and other contractual actions. Tom Lanphar indicated that actions at the Site 5 plating shop and responding to RAB concerns on ecological issues were high priorities to him. It was agreed that prioritization of FY 95 early actions, both removals, interim remedial measures, and treatability studies, would be performed at the **10/14/94** meeting at DTSC.

Item: #7 Data Management Plan (DMP)/GIS Update

Opening: PRC team

Process: Discuss status of ongoing DMP/GIS activities.

Goal: To assess who will review the DMP, and whether or not it is a primary or secondary document requiring review by the RAB; and to discuss data input from various ongoing and future contractor activities.

Closing: Identify actions needed to address areas of concerns.

ACTION ITEM(S):

PRC reported that the draft data management plan would be distributed for Navy review on **10/24/94**. Resolution of its status as a "work plan," thus making it a primary or secondary document, was deferred until after initial review by the Navy and BCT. Lt. Petouhoff asked about hardware needs and PRC responded that all hardware information for the GIS as proposed had been forward to John Headlee in Lt. Petouhoff's office.

Item: #8 Recent HydroPunch Data Results

Opening: PRC team

Process: Presentation and discussion of preliminary HydroPunch data from Sites 3, 7A, 7B, 7C, 9, 10B, 11, 13, 16, and 19.

Goal: Update BCT on field investigation HydroPunch results.

Closing: Achieve concurrence on location of new monitoring wells.

ACTION ITEM(S):

PRC handed out a set of recent HydroPunch "hits-only" (unvalidated data) maps to the attendees and discussed important new information on groundwater impacts due to chlorinated solvents in the general region around Sites 4 and 13, as well as the presence of hydrocarbons beneath the Bay Mud Unit at Site 7A (See Item #10). New well locations were briefly discussed. It was agreed that the DTSC and the

RWQCB would review the materials and a conference call would be held with them at 2 PM on 10/13/94 to discuss the analytical results in detail and to concur on additional deep well locations at these sites.

Item: #9 Site 3 Geoprobe Screening Discussion

Opening: PRC

Process: Discussion of geoprobe screening results from field test kits, mobile laboratory, and CLP results for soil and groundwater collected at Site 3.

Goal: Discuss data results and potential boring/well locations based on that data.

Closing: Concur on further actions; select boring/well locations.

ACTION ITEM(S):

A brief presentation of the latest geoprobe field screening data was made and the estimated lateral extent of vadose zone contamination was depicted on preliminary work maps. PRC is awaiting CLP chemical results to begin validation and verification of the screening results. Upon validation of the CLP results, PRC and the BCT will meet to discuss additional actions and/or placement of borings/monitoring wells in the Site 3 area.

Item: #10 Site 7A Monitoring Well Locations

Opening: PRC team

Process: Present Site 7A investigation results and proposed well locations.

Goal: Select well locations based on data presented.

Closing: Concur on well locations and set date for implementation of drilling.

ACTION ITEM(S):

The PRC team presented recent HydroPunch data from Site 7A. Recommendations for three shallow groundwater wells were discussed. The DTSC and RWQCB agreed to discuss their position on these shallow well locations at a conference call planned for 2 PM on 10/13/94. Initial results from groundwater grab samples collected below the clay layer underlying the site (about 40 to 45 feet below grade) indicated that hydrocarbons and benzene were present. Given the apparent continuity of the clay layer beneath the site, and due to detections of benzene further east beneath portions of the Alameda Annex area, it was suggested that further work was needed, including piezometers for gradient control in the groundwater beneath the clay layer. At first glance it does not appear that this contamination is directly related to the Site 7A gasoline service station.

Item: #11 Site 13 Removal Action Update

Opening: PRC team

Process: Present information on field screening results and answer questions on the work plan addendum.

Goal: Update project team on status of removal action at Site 13.

Closing: Concur on date when DTSC/RWQCB personnel will be onsite to assist/witness collection of confirmatory soil samples.

ACTION ITEM(S):

It was agreed that the Site 13 implementation work plan addendum was satisfactory for distribution, noting that the DTSC and RWQCB desired that the excavation be to seven feet below grade rather than the proposed five feet below grade. Excavation is planned for 10/19/94, and the DTSC and RWQCB desire to be present to assist in the selection of verification/confirmation sampling locations within the excavated pit walls and floor.

Item: #12 Site 15 Removal Action Update

Opening: Navy

Process: Brief update of October 3, 1994, conference call concerning EPA SITE program involvement during onsite treatment of soils by BioGenesis.

Goal: To clarify cleanup action timeframe/schedule, EPA SITE program involvement.

Closing: Acknowledgement of critical actions and cleanup schedule.

ACTION ITEM(S):

Lt. Petouhoff and his staff gave a brief update on the status of this action. The final EE/CA has been placed in the information repository, but is as yet unsigned; and a Site 15 newsletter has been prepared to update the community on the alternative approach being selected for treating the excavated soils. US EPA, under their SITE program, will provide oversight of the selected treatment and **removal action field work is expected to begin in mid-November**. US EPA representative James Ricks (not present for this meeting) is expected to have comments about Site 15 ARARs and the involvement of legal counsel during the preparation and review of EE/CAs and action memoranda. It is agreed that these issues will be discussed on an **early actions meeting** scheduled for **10/14/94 at the DTSC**.

Item: #13 Other Items/Action Items/Next Progress Review Meeting

Opening: Navy, BCT

Process: Discuss additional items (e.g. status of UC Berkeley proposal, UST removals, Site 5 cadmium release, etc.), action items generated during the meeting, and future agenda items.

Goal: Summarize action items and associated dates, identify agenda items for the next Progress Review Meeting and the next RAB Meeting; and confirm date for the next Progress Review Meeting

Closing: Consensus on action items and agenda and date for next meeting

ACTION ITEM(S):

Several actions, conference calls and meeting dates were established as follows:

October 13, 1994: 9AM-12noon, EFA West (Navy only), to discuss early actions, CEQA, FFSRA
2PM-?, Conf. Call, Data Dump from RI/FS field work

October 14, 1994: 9AM-4PM, DTSC, Early Actions

October 18, 1994: 9AM-4PM, DTSC, Schedules Refinement

October 19, 1994: 8AM-12noon, NAS Alameda, Excavation at Site 13 Removal Action

October 20, 1994: Navy submits ARARs letter to DTSC

October 21, 1994: 9AM-4PM, DTSC, Zone (PEP) Review, Annex Housing Area Issues

October 24, 1994: Draft Data Management Plan due to Navy

October 25, 1994: 9AM-4PM, NAS Alameda, Groundwater Issues, Sewer Sampling Protocol

October 26, 1994: 9AM-?, FISCO-Oakland, Pre-Construction Meeting for Site 15 Removal Action

October 27, 1994: 2PM-?, Conf. Call, Data Dump from RI/FS Field Work

November 1, 1994: 7PM-9PM, Miller Elementary School, Alameda, Monthly RAB Meeting

November 4, 1994: 9AM-?, DTSC, BCP Update Meeting

November 8, 1994: 9AM-?, NAS Alameda (Navy only), EA Pre-Meeting

November 9, 1994: 9AM-?, DTSC, EA Meeting

November 14, 1994: 9AM-?, DTSC, Risk Assessment Meeting

Note: Please call Ann Klimek at 510/263-3729 for a copy of the latest update of important meeting dates and document review dates.