



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION IX
75 Hawthorne Street
San Francisco, CA 94105-3901

October 1, 1996

Mr. Stephen Chao
Naval Facilities Engineering Command
Engineering Field Activity, West
900 Commodore Way, Bldg. 101
San Bruno, CA. 94066-2402

Re: *Draft November 1995 Quarterly Report*, dated August 29, 1996
Draft February 1996 Quarterly Report, dated August 30, 1996

Dear Mr. Chao,

The U.S. Environmental Protection Agency (EPA) has received both documents listed above. We have no specific comments on either document. Therefore, they can be considered final. But we would like to take this opportunity to propose general changes to the quarterly report format.

As the Navy performs more removals and remedial actions at the site, we believe a slightly different quarterly report format would be more informative. Since monthly reports no longer are submitted for Moffett site work, we believe the following outline will provide a better record of site work and accomplishments for the community, the regulators and the facility. In general, we propose that the new outline should:

- 1) provide brief status updates on treatment facility O&M for both removal and remedial actions
- 2) continue to provide quarterly sampling data
- 3) reduce the boilerplate language that is submitted in the present quarterly reports and
- 4) provide groundwater elevation data annually or per individual request rather than quarterly.

A proposed outline is attached. If you have any questions, please call me at 415-744-2385.

Sincerely,

A handwritten signature in cursive script that reads "Michael D. Gill".

Michael D. Gill
Remedial Project Manager
Federal Facilities Cleanup Office

cc: C. Joseph Chou (DTSC)
Ken Eichstaedt (URS)
Sandy Olliges (NASA) (email)
Michael Rochette (RWQCB)
Peter Strauss (MHB) (email)
Mike Young (PRC) (email)

PROPOSED MOFFETT FEDERAL AIRFIELD QUARTERLY REPORT OUTLINE
October 1996

1. Introduction (brief site historical and report overview)
2. Regulatory Compliance
 - CERCLA/Petroleum documents submitted
 - Milestones and Activities
 - Community Relations
3. Field Investigations
 - Groundwater Sampling
 - Investigations
4. Data Analysis and Interpretations (modeling results, etc.)
5. Quarterly Summary of Remedial Action
 - Field Activities
 - Accomplishments (per site or OU)
 - Gallons of groundwater pumped
 - Volume of soil excavated/remediated
 - Estimate of contaminant mass removed