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Project Number 1703

January 20, 1995

Deborah Carlson  
Naval Facilities Engineering Command  
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Lester, Pennsylvania 19113-2090

Reference: Contract No. N62472-90-D-1298, Navy (CLEAN), Derecktor Shipyard,  
Newport, Rhode Island, Contract Task Order No. 0173

Subject: Minutes from Progress Meeting Held January 18, 1995

Dear Ms. Carlson :

Attached are minutes from the progress meeting which was held at NETC Newport on January 18, 1995. The following items were discussed:

- the format for a Draft Final Off Shore RI and Ecological Risk Assessment Work Plan,
- the format for three field Sampling Plans: Off-Shore sampling at Derecktor Shipyard, Off-Shore sampling at McAllister Point, and Off-Shore sampling at The Old Fire Fighter Training Area,
- the schedule for the delivery of the Draft Final Off Shore Work Plan with the three field sampling plans included,
- the scope of CTO 173 as it pertains to the Draft Final Work Plan and requested Field Sampling Plans,
- proposed changes to the Draft On-Shore SASE Work Plan for Derecktor Shipyard, and
- the schedule for the delivery of the Draft On-Shore SASE Work Plan for Derecktor Shipyard.

Ms. Deborah Carlson  
Naval Facilities Engineering Command  
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If you have any questions regarding these minutes, please do not hesitate to contact me.

Very truly yours,



Stephen S. Parker  
Project Manager

SSP:gmd

Enclosure

cc: B. Wheeler, NETC Newport (w/enc.)  
J. Quinn, URI GSO (w/enc.)  
J. Trepanowski/M. Turco, HNUS (w/enc.)  
File 0173-3.2 (w/ enc.)

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**NOTES OF JANUARY 18, 1995 MEETING  
CTO 173, DERECKTOR SHIPYARD  
AS RECORDED BY STEPHEN S. PARKER, HALLIBURTON NUS CORPORATION**

CTO 173: Work Plans

0900 - Building 1, Naval Education and Training Center, Newport Rhode Island

Present:

S. Parker, HNUS  
J. Quinn, URI GSO  
G. Tracy, SAIC  
D. Carlson, NAVFAC  
B. Wheeler, NETC

0900 - Convened and began discussions regarding the Off Shore Work Plans.

- Deb Carlson presented a schedule of milestones for this CTO. This schedule specifies the publication of a Draft Final and a Final Work Plan for Off-Shore Investigations. This schedule also specifies that the Draft Final Off Shore Work Plan is due to the regulators February 19, 1995 (extended to February 21 because that date falls on a long weekend), and the Final Off Shore Work Plan is due to the regulators on April 20, 1995.
- There was some general discussion regarding the scope of work under CTO 173:

It was clarified that the CTO was originally prepared to perform an Off Shore RI and Eco Risk Work Plan and field sampling plan for Derecktor Shipyard. A second Field Sampling Plan for McAllister Point Landfill was added prior to submission of the final Implementation Plan. URI did not request additional funds to provide a Field Sampling Plan for McAllister Point under this CTO.

Therefore, HNUS shall modify the subcontract with URI to include preparation of Field Sampling Plans for McAllister Point, and the Old Fire Fighter Training Area. D. Carlson will request a change in scope for the preparation of the Field Sampling Plan for the Old Fire Fighter Training Area.
- Although these Field Sampling Plans are currently out of scope, URIGSO made a preliminary judgement that they could produce them with the Draft Final Off Shore Work Plan. However, there will be an impact to the project cost which will have to be addressed immediately.
- There was some discussion regarding an "acceptable format" for the Draft Final Off-Shore Work Plan. It was immediately agreed that the format used for the Draft was not well-received by the regulators, and other formats were discussed. A general outline was suggested that is typically used for CLEAN Work Plans under other CTOs. That outline was expanded to encompass the general categories of the Off-Shore Work Plan.

- Some of the elements of the proposed outline were discussed at length and the version which was tentatively agreed to is attached to these minutes.
- The schedule for the completion of the Draft Final Work Plan was discussed. The following milestones were tentatively agreed to:
  1. January 23: Internal URI & SAIC Scoping Meeting
  2. January 25 or 26: Progress Meeting with HNUS, URI, & SAIC
  3. Between January 30 and February 3: Progress Meeting with the Navy, HNUS, URI & SAIC.
  4. February 6: URI to begin providing HNUS major sections for review.
  5. February 15: URI to Provide Final products to HNUS for Publication.
  6. Delivery to regulators on or before 10:00 AM February 21, 1995.

The Work Plan will be provided in a three ring binder such that other field sampling plans could be added as they are prepared.

The Off Shore Meeting was adjourned at 1330 hours.

1400 - Reconvened, began discussions regarding On-Shore SASE Work Plan for Derecktor Shipyard.

Present:

S. Parker, HNUS  
 D. Carlson, NAVFAC  
 B. Wheeler, NETC

- TRC has recently completed an Environmental Assessment for the Building 42 Area at Derecktor Shipyard. This assessment includes groundwater flow information, chemical analysis of sandblast grit and evaluation of geologic conditions. Since this assessment partially covers the work which was scoped for the SASE work plan, the existing version of that work plan now needs to be revised to incorporate this information.

The usability of the TRC data collected during the assessment at Building 42 was discussed. The chemical data collected constitutes Level C data quality defined by NEESA guidelines. The SASE work plan specifies Level D data quality defined by NEESA guidelines. Level D was specified such that the data could be used in a Public Health Risk Assessment if one was required at a later time.

It was agreed that the TRC data could be used for informational purposes, but confirmatory sample collection under the SASE would be appropriate to substantiate TRC's findings.

- The NETC Newport has completed a surface cleaning at the Derecktor Shipyard which included some of the tasks which are included in the present version of the SASE Work Plan. These tasks shall be removed from the Draft SASE Work Plan.
- In addition, the Draft SASE Work Plan was prepared to present a phased approach to the field work so that tasks could be executed as funds were made available by NAVFAC. Funding is no longer an issue, and the phasing of the field work shall not be stated.

- Therefore, the Draft SASE Work Plan was reviewed by the meeting attendees, and changed to accommodate these recent developments. Suggested changes were documented on the copies of the work plan provided.
- A short discussion was held regarding the schedule for the SASE Work Plan. D. Carlson requested that the Draft Work Plan be submitted February 15, 1995. This date was agreed to based on the scope changes discussed at this meeting.

This session was adjourned at 1730 hours. Additional edits from D. Carlson are expected on Sections 3 and 4 of the SASE Work Plan.