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Ser 1146/HP/EPA

31 MAY 1988

Mr. Kent Kitchingman
U.S. Environmental Protection Agency
215 Fremont Street
San Francisco, CA 94105

Dear Mr. Kitchingman:

Enclosure (1) is the summary of the April 11, 1988 meeting among representatives from the Navy, your office, and the Department of Health Services regarding the quality assurance/quality control program for Station, Treasure Island, Hunters Point Annex and is provided for your information.

Questions regarding this matter can be directed to Commander, Western Division, Naval Facilities Engineering Command (Attn: Mr. Alex E. [redacted]) 1146, (415) 877-7502).

Sincerely,

Original signed by:

C. J. GUILD

Encl:

(1) Summary of Meeting with U.S. Environmental Protection Agency and Department of Health Services, April 11, 1988, San Francisco, CA

Copy to:

Department of Health Services (Attn: Mr. Cheln Kao)
California Regional Water Quality Control Board (Attn: Mr. Roger James)
Bay Area Air Quality Management District (Attn: Mr. Scott Lutz)
City and County of San Francisco (Attn: Mr. David Wells)
San Francisco District Attorney (Attn: Mr. Steve Castleman)

Blind copy to:

COMNAVBASE San Francisco (Captain Krumm)
OICC NAVSTA Treasure Island Hunters Point Annex (Kam Tung)
Harding Lawson Associates (w/o encl)
1146, 1146CL, 1146GB, 1146RS, 0905

WRITER: C. Lee/1146CL/7502
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FILE: HP/EPA

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N/E 25

MEETING SIGN-UP SHEET
April 11, 1988
San Francisco, CA

QA/QC Program
Hunters Point Annex

NAME

REPRESENTING

Jim Wilson	HLA
STEVE FARLEY	HLA
Neal Navarro	DHS-TSS
KUSUM PEREIRA	DHS-HML
JOHN CATTS	HLA
Lisa Teague	HLA
Alison LING	NAVY
Karen Bankert	EPA
Denise Toll (Denise Toll)	HLA
KENT KITCHINGMAN	EPA
Chen Kao	DHS-NCCS
GREG BROWN	WESTDIV/NAVY
Nick Morla	EPA Region 9

MEETING AGENDA
April 11, 1988
San Francisco, CA

QA/QC Program
Hunters Point Annex

- I. Purpose of Meeting - Finalize the QA/QC Program that is both technically sound and cost effective

- II. Navy's HPA QA Program (attached)
 - A. Overview of Program
 - 1. Analytical Methods
 - 2. Routine Deliverables
 - 3. Full Deliverables
 - B. Specifics of Analytical Program
 - 1. Laboratory Deliverables
 - 2. Internal Laboratory QC Requirements
 - 3. External QC Requirements
 - C. QC Data Assessment/Corrective Actions
 - D. Reporting
 - E. Summary of Agreed upon QA/QC Program
 - 1. QAPP

- III. Status of Region IX Federal Facility Policy under SARA
 - A. Overview
 - B. PRP Data Assessment Policy
 - 1. Data Validation

- IV. EPA/DHS Oversight Roles

Summary of Meeting with EPA & DHS
April 11, 1988
San Francisco, CA

Attendees: See attached sign-in sheet
Agenda: See attached agenda

1. Length of Time lab records must be kept: Probably six years after ROD. Need to notify agencies prior to discarding records. Records must be kept in a format from which readable paper copies can be made at a later date.
2. Data Validation:
 - a. Not necessary for all samples or analytes.
 - b. Need to develop/explain rationale for when data validation will be performed and when it will not be done.
 - c. The EPA Region IX will be formalizing guidelines for data validation on NPL sites that have PRP responsibility and Federal Facilities which may go to NPL.
 - d. EPA requires that for decision-making, data be of "known quality." EPA defines "known-quality" as ~~data~~ data that has been collected according to CLP-type program
 - e. Data validation will be performed by the Navy.
 - f. Types of data uses requiring data validation:
 - defining boundary of contaminated site
 - confirming absence/presence of contaminants
 - risk assessmentsTypes of data uses which may not require data validation:
 - central part of a contaminated zone
 - hot spots (data validation may be necessary in some situations)
3. Reporting: Use standard CLP forms for reporting. EPA will send to HLA versions of these forms on floppy disk.
4. NPL Status: EPA anticipates HPA to become NPL site. HPA may be a model for other Navy sites.
5. CLP: The EPA recommends that the Navy develop their own CLP-type program. According to EPA this could save the Navy a lot of money.
6. External QC Data: The EPA has no guidance on how to apply external QC data; use professional judgement.
7. Spiking Compounds: The list of spiking compounds will be presented in the QAPP.

ENCLOSURE

Summary of Meeting with EPA & DHS
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San Francisco, CA
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8. QAPP: The EPA will review and comment on the QAPP. EPA comments will be sent to DHS and to the Navy. The QAPP revisions will not be completed by the original date specified by the DHS.
9. Status: Navy to send EPA a letter describing the specifics of the QA/QC program.

GM/F1/004