

## Ft. Wainwright Former Communication Site RI Management Plan Client Kickoff

**ATTENDEES:**

Bob Brock/USACE  
Julie Sharp-Dahl/USACE  
Stacey Re/CH2M HILL  
Tim Gould/CH2M HILL  
Cory Hinds/CH2M HILL

Denise Trutanic/CH2M HILL (ph)  
Jeremy Blei/CH2M HILL (ph)  
Bernice Kidd/CH2M HILL (ph)  
Linda Wolfe/CH2M HILL

FROM: CH2M HILL

DATE: April 12, 2007

**Introductions:** Cory Hinds opened the meeting with introductions of project staff and explained their responsibilities. (See Client Kick-Off Meeting project instructions attached.) We are here to listen to the client for their understanding of what we need to be doing.

Bob noted that the project started in 2005 with limited sampling. PCBs were found and the project scope escalated. The construction side of USACE expects occupation in 2009 (18 mo. RI). The EPA has zero tolerance for UXO: all UXO must be removed. ADEC would not remove all. There is additional debris that must be removed SE of bldg. 48 - it looks like a disposal pit in the old river channel. Drums are near bldg. 49. Three were removed last year. Contamination may reach the housing foundations.

**Review status of site and proposed actions for 2007 and 2008:** Bob Brock,  
This year:

- All Planning Documents
- DPW PCB removal Area E - we have preliminary CRREL data
- Debris drum removal - would like to remove all debris this season. Can we call this 'test pit' investigations?
- EPA RI task list
- Ground water data
- Soil berms and debris investigation - characterize and remove
- Get info in 2007, circle the wagons in 2008, decide if more is needed
- Organization: DPW is driving, but USACE has a role because they are in charge of housing

**Community Relations Plan:** We expect DPW to lead and CH2M HILL provide a lot of support. DPW has their own public relations office. Marilyn at USACE may have a copy of the prior Community Relations plan. The plan is generic. Possibly use Janet (sub to ENSR) instead? This will be discussed at Tuesday's meeting. Bob to get scope for previous effort. Control rumors: nuclear, chemical warfare material. Look at OUE plan.

Do not confuse the communications plan with the community relations plan. The communications plan is who to call in the event of an emergency or discovery of munitions during excavation.

**QAPP:** We have an Alaska USACE plan developed. This plan will be fine-tuned for the FCS. Julie noted that we need to follow State of Alaska methods and QSM version 3. (perchlorates explosives, dioxins, dyes, pyrotechnics). If not regulated, do not include. Around units 30-33 there was some super tropical bleach. Need a comprehensive database to compile all information. ADEC is interested in metals; ran TAL and boron last year (ran 28 instead of 23).

Chemical warfare material. Researched – no evidence that chemical munitions were shipped to interior Alaska. The M47 100# bombs were leakers.

MEC. Initial results show that munitions were only found in Area A. If we find live munitions, the project shuts down. It would be a good idea to start an ESS for UXO site now and have it in place, just in case. CH2M HILL will mention this recommendation at Tuesday's meeting (4/17).

**Data Management:** We have Northwind 2005 and 2006 data. Sampling must be carefully coordinated. STL is a good choice for a test lab to use. Perhaps have a CH2M HILL sampling team in the field with the removal team. We need one large comprehensive data base. (Jacques recommended removal contractors that would sample and compile data, then hand data over to us.)

**Workplan:** Hand out draft outline for workplan. Beth Astley/CRREL is finalizing the geophysical workplan, other plans will slide into that one (review & comment). Updates will be provided for Tuesday's meeting. Julie will check the current FFA agreement (this was in relation to "regulatory drivers" section listed in the draft workplan outline).

**Communications:** Bob requested that he receive frequent (weekly) progress reports in ppt. or Word. CH2M HILL works for USACE. Keep the lines of communication open.

**Schedule:** Reviewed proposed RI Mgmt Plan schedule. Expect to mobilize to be in the field in June w/ draft plan and comments. We are requested to deliver 12 paper copies (and to keep a hard copy master on hand for making any needed extra copies.) The site map is close, but not exact. CH2M HILL will review the schedule and try to condense the time frame.

### **Information Requests:**

- Copies of field data report
- Sample Key - Gloria Beckman

End of meeting summary

CLIENT KICKOFF MEETING  
CH2MHILL

<b>TO:</b>	Bob Brock, Julie Sharp-Dahl, Stacey Re', Bernice Kidd, Denise Trutanic, Dennis Shelton		
<b>COPIES:</b>	Charlie Wilson, Tim Gould, Linda Wolfe, Ieti Sagiao, Kristin Jones, Tina Macon, Jeremy Blei, Win Westervelt		
<b>FROM:</b>	Cory Hinds		
<b>DATE:</b>	4/12/07	<b>LOCATION:</b>	Ft. Wainwright, Alaska
<b>PROJECT TITLE:</b>	Remedial Investigation (RI) Management Plan, FWA 102 Former Communications Site (aka Taku Gardens)		

1. Introductions

Organization Chart and Responsibilities

Bob Brock	USACE Project Manager
Julie Sharp-Dahl	USACE Project Engineer
Cory Hinds	Project Manager – Cory will have responsibility for delivery of the project scope and management of the project budget. He will actively participate in the Work Plan, provide monthly reports to the client, and participate in meetings with the client.
Tim Gould	Program Manager – Tim is the program manager for the USACE. Tim will have direct involvement in preparation of the work plan, client meetings, and will assist in management of the project.
Stacey Re'	Project Scientist – Stacey will participate in development of conceptual site models (CSMs) and data quality objectives (DQOs), and will be the primary author for the work plan and field sampling plan.
Bernice Kidd	Chemist – Bernice will write the QAPP and advise the team on data management issues.
Dennis Shelton	Risk Assessor – Dennis will participate in the development of CSMs and DQOs for the work plan. He will then write the human health and ecological risk assessment work plan.
Larry Acomb, Geosphere Inc.	Technical Lead –cleanup levels and conceptual site models. Larry will participate in the CSM and DQO discussions at the work plan stage, and will likely remain involved in subsequent project phases.
Denise Trutanic	Community Relations – Denise will develop the community relations plan.
John Culley	Health and Safety – John will be our health and safety lead for non-UXO-related safety issues. He will write the SSHP.
Kevin Lombardo	UXO – Kevin and others will write the UXO work plan. A separate

	meeting, the ORE, will be held to discuss details on this.
Win Westervelt	Quality Manager – Win will help ensure the quality of our deliverables through periodic involvement and review. Win will ensure that all deliverables receive proper senior review.
Linda Wolfe	Project assistant – Linda will keep project files and can help obtain references for the team. She will also help with reproduction and transmittal of documents to the client.
Tina Macon	Editing and reproduction – Tina will ensure that all documents are edited. She will coordinate reproduction.
Jeremy Blei/ANC	Program management and technical support – Jeremy is the deputy program manager for USACE. He will be available to the project team for consulting on various issues related to the USACE client. Jeremy will also advise on use of multi-increment sampling.
Ieti Sagiao	Contract administrator – Ieti will handle administration of our contract with USACE.
Kristin Jones	Subcontract administrator – Kristin will coordinate purchase orders and subcontracts as needed.
Sally Quetschke	Project accountant – Sally will be our project accountant. She will enter EACs, prepare invoices, and execute cost transfers if required.
Sarah Bailey	Project controls - Sarah will help the PM track budgets and prepare EACs

## 2. Project Description

### 2.1. Background

Metalic debris, drums, disposed military munitions, and soil and groundwater contamination was discovered during construction of a housing complex at Ft. Wainwright in 2004. Site contaminants included high levels of PCBs, and lower levels of fuels, solvents, pesticides, and metals. Two preliminary site evaluations were conducted in 2005 and 2006 to estimate risks. Additional remedial investigation will be required to support a thorough risk assessment and subsequent remedial actions if required.

The remedial investigation will be conducted in 2007 and 2008. We understand that CH2M HILL will be awarded the remedial investigation and feasibility study when the scope of this work is finalized. At present, we have been awarded the RI Management Plans, which will be used to perform RI/FS activities in calendar year 2007 and 2008.

### 2.2. Brief scope of the work

The following sub-plans will constitute the RI Management Plan.

#### 2.2.1 Work Plan

The purpose of the work plan will be to explain what additional investigation is needed and why. The work plan will include the conceptual site models that identify known/suspected contaminant sources, suspected release processes, and potential or actual exposure mechanisms and receptors. Output will be analyses, locations, and numbers of samples.

An abbreviated version of the EPA 7-step data quality objectives (DQO) process will be used to clearly think through and document the purpose of each piece of additional data collection, and how each piece of data will be used. The work plan will identify preliminary ARARs for the Former Communication Site. The work plan will also include sections on the "site rules," including UXO, access, preparations for breakup, sample collection, and requirements for addressing spills during construction.

### **2.2.2 Field Sampling Plan (FSP)**

The purpose of the field sampling plan is to document the procedures for collecting samples and other relevant data. Existing procedures will be used to the maximum extent.

### **2.2.3 Quality Assurance Project Plan (QAPP)**

The QAPP will document the policies and procedures to be used to ensure validity of data generated during the investigation. We will use the Alaska QAPP (CH2M HILL) and add additional procedures as required.

### **2.2.4 Site Safety and Health Plan (SSHP)**

The SSHP will describe the procedures to be used to protect site workers, visitors, and the general public during investigation activities. The SSHP will coordinate with the UXO work plan.

### **2.2.5 Community Relations Plan (CRP)**

The CRP will describe the process to be used by the USACE and federal and state agencies to communicate with the public.

### **2.2.6 Risk Assessment Work Plan (RAWP)**

The RAWP describes how the investigation data will be used to generate baseline human health and ecological risk assessments.

### **2.2.7 Unexploded Ordnance (UXO) Work Plan**

The UXO work plan will describe the procedures to be used when investigating areas suspected of contained ordnance or explosives.

### **2.2.8 Deliverables**

We will deliver a draft RI Management Plan, then a revised draft with redline showing incorporation of comments, then final.

## **3. Existing reports and available information**

The following references will be used for this project:

- Guidance for Conducting Remedial Investigations and Feasibility Studies Under CERCLA, 1988
- Federal Facility Agreement of Fort Wainwright, 1992.

- PSE1 report, Interim Final, Oasis, March 2007
- PSE2 report, Draft, N. Wind, February 2007
- Alaska QAPP developed for USACE, CH2M HILL
- Field sampling plans for Haines Fuel Terminal projects, CH2M HILL
- Ft. Richardson RI/FS Management Plan for OUE, ENSR, 2003
- Excavation and Remediation Communications Plan for Taku Gardens, N. Wind, June 2006
- Approaches for the Remediation of Federal Facility Sites Contaminated with Explosive or Radioactive Wastes, EPA, 1993
- Ordnance and Explosives Support during HTRW and Construction Activities, EP 75-1-2, USACE 2003
- Ordnance and Explosives Response, EP1110-1-18, USACE 2000
- Draft Work Plan, UXO/MEC Construction Support, Taku Gardens, N. Wind, May 2006

#### 4. Information Requests

- Soil sample depths (2006)
- Civil plans (electronic source files)
- Survey coordinates (electronic source files)
- Site maps (rectified, electronic source files)

#### 5. Data Management for Planning

Dump JSD excel file into ACCESS, run queries, plot on site maps

Show locations of geophysical anomalies and overlay on site map with sample locations

Full data base implementation to follow during RI

#### 6. Project Quality Management Plan

#### 7. Communications

All communications with the Army will go through USACE.

Cory or Tim will be contacts for CH2M HILL. Bob and Julie are contacts at USACE.

#### 8. Project Schedule

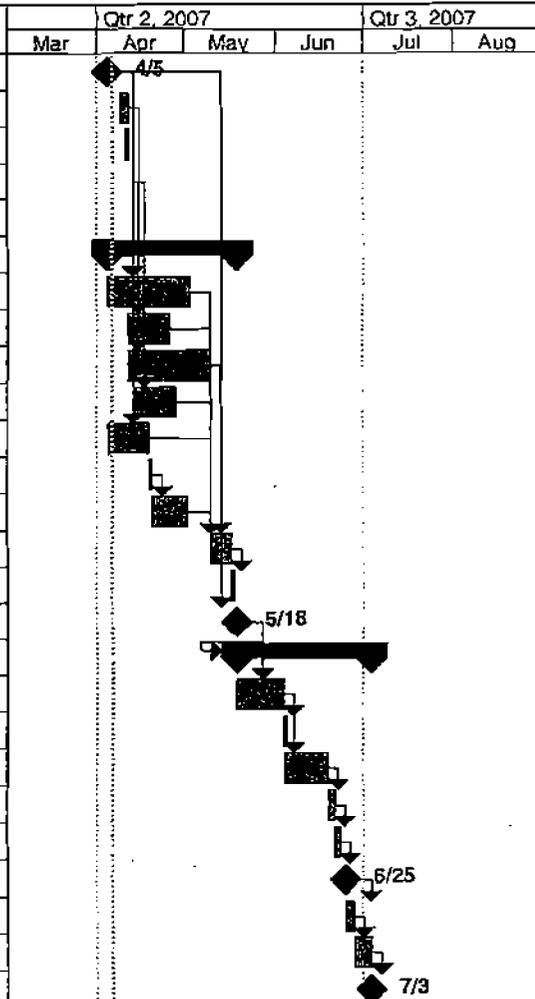
See Attachment 1, Project Schedule

#### 9. Change Management

# Project Schedule, Taku Gardens RI Management Plan

Revision 0, 4/6/07

ID	Task Name	Duration	Start	Finish	Predecessors	Qtr 2, 2007				Qtr 3, 2007	
						Mar	Apr	May	Jun	Jul	Aug
1	Award	0 days	Thu 4/5/07	Thu 4/5/07			4/5				
2	CSM and DQO meetings	3 days	Mon 4/9/07	Wed 4/11/07							
3	Client Kickoff Meeting	1 day	Wed 4/11/07	Wed 4/11/07							
4	ORE meeting (internal)	1 day	Fri 4/13/07	Fri 4/13/07							
5	Agency Scoping Meeting	1 day	Tue 4/17/07	Tue 4/17/07							
6	<b>Draft RI Management Plan</b>	<b>44 days</b>	<b>Thu 4/5/07</b>	<b>Fri 5/18/07</b>							
7	Draft Work Plan	28 days	Thu 4/5/07	Wed 5/2/07	1						
8	Draft Field Sampling Plan	14 days	Thu 4/12/07	Wed 4/25/07	2						
9	Draft Risk Assessment Work Plan	28 days	Thu 4/12/07	Wed 5/9/07	2						
10	Draft UXO Work Plan	14 days	Sat 4/14/07	Fri 4/27/07	4						
11	Draft QAPP	14 days	Thu 4/5/07	Wed 4/18/07	1						
12	Site visit for Com Rel Plan	1 day	Thu 4/19/07	Thu 4/19/07							
13	Draft Community Relations Plan	12 days	Fri 4/20/07	Tue 5/1/07	12						
14	Review and editing for Draft RI Mgmt Plan	7 days	Thu 5/10/07	Wed 5/16/07	7,8,9,10,11,13						
15	Reproduction of draft RI Mgmt Plan	1 day	Thu 5/17/07	Thu 5/17/07	14						
16	Deliver draft RI Management Plan	0 days	Fri 5/18/07	Fri 5/18/07	1FS+44 days						
17	<b>Final RI Management Plan</b>	<b>45 days</b>	<b>Sat 5/19/07</b>	<b>Tue 7/3/07</b>	16						
18	USACE and agency review of draft plan	16 days	Sat 5/19/07	Sun 6/3/07	16						
19	RI Mgmt Plan review conference	1 day	Mon 6/4/07	Mon 6/4/07	18						
20	Prepare revised draft redline	15 days	Mon 6/4/07	Mon 6/18/07	18						
21	Review and editing for revised draft	2 days	Tue 6/19/07	Wed 6/20/07	20						
22	Reproduction of revised draft	2 days	Thu 6/21/07	Fri 6/22/07	21						
23	Deliver revised (redline) draft	0 days	Mon 6/25/07	Mon 6/25/07	22						
24	Additional USACE and agency review	3 days	Mon 6/25/07	Wed 6/27/07	23						
25	Prepare final RI Mgmt Plan	5 days	Thu 6/28/07	Tue 7/3/07	24						
26	Deliver final RI Mgmt Plan	0 days	Tue 7/3/07	Tue 7/3/07	25						



Project: Taku Schedule.mpp Date: Fri 4/6/07	Task  Milestone	Split  Summary	External Tasks  External Milestone
Progress	Project Summary	Deadline	