

# SHADY BEND STORE SITE ASSESSMENT

## STATEMENT OF WORK TASK ORDER 73-03-20

### I. Objectives

The objective of this Task Order is to assess the subsurface beneath three to five underground storage tanks (USTs) at the former Shady Bend Store located at 35485 North Norton Creek Road in Blodgett, Oregon. In meeting this objective, the Contractor shall:

- Conduct a file review of the site documents;
- Conduct a site visit;
- Participate in a scoping meeting;
- Prepare a Site Investigation (SI) Work Plan describing site assessment actions including assessment beneath the USTs, dispensers, sampling program, pit water management, and backfilling procedures; and
- Prepare bid documents and procure subcontractors to implement the Work Plan.

### II. Background

The site is a former gasoline service station (UST Facility No. 11465). The operational period of the service station and age of the USTs are unknown. The property is owned through foreclosure by Benton County. In February 2002, a limited site assessment was performed at this site through the DEQ "Abandoned Tanks Project." During the site assessment, three sub-standard USTs and evidence of at least two additional USTs were observed. The precise locations of the additional USTs were difficult to determine due to limited site information and a thick blanket of mowed blackberries which had overgrown the site since its demolition. No other known environmental investigations or site assessments have been performed on this site.

DEQ's records indicate the USTs located on the site consist of the following:

- One 10,000-gallon gasoline UST;
- One 2,000-gallon gasoline UST;
- One 1,000-gallon gasoline UST; and
- Possibly two other USTs.

### III. Work To Be Performed

#### Task 1: **Project Administration**

The Contractor shall provide project administration to manage and maintain control over the technical and financial aspects of this assignment through October 31, 2003. This task includes preparation of monthly progress reports to support invoices, tracking project costs, evaluating monthly staffing levels, maintaining project schedules, and responding

to DEQ inquiries on progress reports and invoices. This task also includes preparation of a Budget and Assumptions Proposal (BAP) for the work plan implementation.

## **Task 2: File Review, Site Visit, Scoping Meeting**

The purpose of this task is to obtain and review publicly available records and perform a site visit, identify environmental conditions and concerns (e.g., groundwater use, locations of utilities and structures, traffic patterns, etc.), identify potential receptors at or near the site, and to identify potential sampling locations and a framework for subsequent field work.

### **File Review**

The Contractor shall conduct a review of site-related files to be provided by DEQ. In addition, the Contractor shall review public information that is readily obtainable within a reasonable time and at a reasonable cost. The Contractor shall document each source used (e.g., name, date of information request, source, date information last updated, etc.).

At a minimum, the Contractor shall obtain and review the following information:

- Water well records within ¼ mile of the facility.
- Published geological or hydro-geological reports.
- Zoning and land use plans for the site and its locality.
- Utility maps of the immediate area.
- Obtain and review historical aerial photographs.

Other sources of information (e.g., Sanborn maps, historical city maps, aerial photographs, historical societies, historical reverse phone directories, building permit files, chain of title search, and city or county planning files) should be located and reviewed, if they are reasonably ascertainable and appropriate (i.e., useful, complete, and accurate). If LUST or cleanup sites are located near the facility, DEQ files should be reviewed for pertinent information (e.g., regional geology, identification of receptors, beneficial uses of water, regulatory actions, etc.).

### **Site Visit**

The Contractor will conduct a one day site visit with the DEQ project manager. Labor hours shall include travel time to and from the site. The Contractor and DEQ project manager will inspect the property for the purpose of obtaining information for site investigation activities.

The Contractor shall document limitations imposed by physical obstructions (e.g., adjacent buildings, asphalt, concrete, etc.) which may hinder field activities or potential future cleanup activities. The Contractor should note on a site map any observed subsurface or overhead utilities that may interfere with or prevent investigation activities.

### **Scoping Meeting**

A scoping teleconference will be held after the site visit to discuss the initial scope of the SI Work Plan, based on information developed during the site visit and file review. The purpose of the meeting is to reach agreement on an investigation strategy, data quality objectives, deliverables, and a scope of work to expeditiously delineate the nature and extent of contamination and characterize the site. **No remedial or cleanup actions will be performed. Cleanup activities are ineligible for reimbursement through the grant**

**funding this site assessment.** The teleconference will include the DEQ project officer, DEQ contract specialist, DEQ project manager, and the Contractor.

**Task 3: Work Plan Preparation**

Based on information gathered in Task 2, the contractor will develop a Site Investigation Work Plan to assess the site. The scope of work will likely include 3 days of soil sampling using test pits (including removing USTs to collect samples from beneath and possibly grab groundwater samples), chemical analyses for petroleum hydrocarbons and chemical constituents (to define extent and assess potential risks, respectively), and reporting. Samples must be collected and handled in accordance with DEQ's UST Program "*Quality Assurance Project Plan*" dated January 2002. A copy of the QAPP can be obtained at <http://www.deq.state.or.us/wmc/tank/qapp.htm>. The work plan will be prepared in general accordance with the following outline:

1. Introduction
  - a. Purpose
  - b. Scope of Work
  - c. Limitations
2. Background
  - a. Site Location and Description
  - b. Site History
3. Site Assessment Activities
  - a. Preparatory Activities
  - b. Test Pits
  - c. Handling of Investigation-Derived Waste (IDW)
  - d. Backfill and Compaction
4. Sampling and Analysis Plan
  - a. Sampling Methods and Sample Handling
  - b. Analyses for Chemicals of Concern
  - c. Quality Assurance/Quality Control
5. Reporting
6. Appendix
  - a. Health and Safety Plan (HSP)

The Work Plan will be up to 10 pages of text (double-sided, single-spaced, and on recycled paper), excluding the figures, tables, and appendices, unless otherwise approved by the DEQ. The Work Plan will be initially prepared as a draft for review by the DEQ. Upon receipt of DEQ comments, the Work Plan will be revised and a final version will be submitted to DEQ.

Concurrent with Work Plan development, the Contractor shall prepare the appropriate subcontractor bid documents for implementing the Work Plan. If possible, the Work Plan should be written such that sections of the plan can be utilized in the subcontractor bid documents. Bid documents should be submitted to DEQ for review prior to submittal to

prospective bidders. This Task also includes bid review and recommendation of subcontractors (e.g., tank removal contractor, analytical laboratory, utility locator, etc.) for DEQ's approval.

Upon DEQ's approval of the bid specifications, the Contractor shall procure, but not execute the necessary subcontracts. With submittal of the final Work Plan, the Contractor shall also submit a BAP for Tasks 4 and 5, to implement the Work Plan and reporting requirements.

Following DEQ approval of the final version of the work plan and the implementation budget, DEQ anticipates issuing an amendment to this task order to complete the activities in Tasks 4 and 5, below.

**Task 4: Work Plan Implementation (Future Task)**

**Task 5: Site Assessment Report (Future Task)**

**IV. Proposed Schedule:**

<u>ITEM/EVENT</u>	<u>CALENDAR DAYS/DATE</u>
DEQ issues Task Order	August 4, 2003
Site Visit	August 14, 2003
Scoping Meeting	August 19, 2003
Contractor submits BAP for Task 1-3	August 25, 2003
DEQ approves budget and issues notice to proceed	August 29, 2003
Contractor submits draft Work Plan and procurement documents	September 16, 2003
DEQ reviews/comments on draft Work Plan	September 22, 2003
Contractor submits final Work Plan and procures subcontractors to implement the Work Plan	September 25, 2003
Contractor submits BAP for Tasks 4 & 5	October 1, 2003
Task Order End Date	October 31, 2003

V. **Report Distribution (Number of Copies):**

<u>Contract Specialist</u> Steve Campbell (HQ)	<u>Drafts</u> electronic	<u>Finals</u> 1 bound
<u>Project Officer</u> Katie Robertson (Pendleton)	electronic	1 unbound 2 bound 1 electronic
<u>Project Manager</u> Jim Glass (Salem)	electronic	1 bound

DEQ requires that all copies of the report be printed two-sided on recycled three-hole paper. DEQ requires that electronic copies of all data and figures be submitted in Microsoft Office, Adobe Acrobat, or ArcView compatible format. DEQ requires that all photographs be submitted in hard copy and electronic file format.