



August 8, 2019

Mr. Kirk Mammoliti
EPA On-Scene Coordinator
U.S. Environmental Protection Agency, Region 7
212 Little Bussen Drive
Fenton, Missouri 63026

Subject: **Quality Assurance Project Plan for Removal Action Support
B&T Metals Site, Gering, Nebraska
U.S. EPA Region 7 START 5, Contract No. 68HE0719D0001
Task Order No. 19F0136
Task Monitor: Kirk Mammoliti, EPA On-Scene Coordinator**

Dear Mr. Mammoliti:

Tetra Tech, Inc. is submitting the attached Quality Assurance Project Plan for sampling activities at the B&T Metals site in Gering, Nebraska. If you have any questions or comments, please contact the START Project Manager at (816) 412-1772.

Sincerely,

A handwritten signature in blue ink that reads 'John R. Simpson'.

John R. Simpson, CHMM
START Project Manager

A handwritten signature in blue ink that reads 'Ted Faile'.

Ted Faile, PG, CHMM
START Program Manager

Enclosures

cc: Randy Schademann, START Project Officer (cover letter only)
Cody McLarty, Alternate START Project Officer (cover letter only)

QUALITY ASSURANCE PROJECT PLAN

**REMOVAL ACTION SUPPORT
AT THE B&T METALS SITE
GERING, NEBRASKA**

**Superfund Technical Assessment and Response Team (START) 5
Contract No. 68HE0719D0001, Task Order 19F0136**

Prepared For:

U.S. Environmental Protection Agency
Region 7
Superfund Division
11201 Renner Blvd.
Lenexa, Kansas 66219

August 8, 2019

Prepared By:

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415 Oak Street
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**Region 7 Superfund Program
Addendum to the Generic QAPP for Superfund Site Assessment and Targeted Brownfields Assessment Programs (updated October 2017)
for the B&T Metals Site**

Project Information:

Site Name: B&T Metals		Location: Gering	State: NE
U.S. Environmental Protection Agency (EPA) Project Manager: Kirk Mammoliti		Superfund Technical Assessment and Response Team (START) Project Manager: John Simpson	
Approved By:	<i>John R. Simon</i>	Prepared For: EPA Region 7 Superfund Division	
Title:	START Project Manager		
Date:	8/8/2019		
Approved By:	<i>Tara Fuchs</i>		
Title:	START Program Manager		
Date:	8/8/2019	Prepared By: John Simpson Date: August 2019	
Approved By:	<i>Kathy Homer</i>		
Title:	START Quality Assurance (QA) Manager		
Date:	8/8/19	Tetra Tech START Project Number: X903019F0136.000	
Approved By:	<i>Kirk Mammoliti</i>		
Title:	EPA Project Manager		
Date:	8/9/19		
Approved By:			
Title:	EPA Region 7 QA Manager		
Date:			

1.0 Project Management:

1.1 Distribution List

EPA—Region 7: Kirk Mammoliti, EPA Project Manager
Diane Harris, EPA Region 7 QA Manager

Tetra Tech START: John Simpson, Project Manager
Kathy Homer, QA Manager

1.2 Project/Task Organization

Kirk Mammoliti of the EPA Region 7 Superfund Division will serve as the EPA Project Manager for the activities described in this Quality Assurance Project Plan (QAPP). John Simpson of Tetra Tech, Inc. (Tetra Tech) will serve as the START Project Manager.

1.3 Problem Definition/Background:

Description: This site-specific QAPP form is prepared as an addendum to the Generic QAPP for Superfund Site Assessment and Targeted Brownfields Assessment (TBA) Programs (updated October 2017), and specifies site-specific data quality objectives for the sampling activities described herein.

Description attached.

Description in referenced report: _____ Title _____ Date _____

1.4 Project/Task Description:

Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) Preliminary Assessment (PA)

CERCLA Site Investigation (SI) Brownfields Assessment Removal Action

Other (description attached): Pre-CERCLIS Site Screening Removal Site Evaluation

Other Description:

Schedule: Field activities are anticipated to occur in September 2019.

Description in referenced report: _____ Title _____ Date _____

1.5 Quality Objectives and Criteria for Measurement Data:

a. Accuracy:	<input checked="" type="checkbox"/> Identified in attached table.
b. Precision:	<input checked="" type="checkbox"/> Identified in attached table.
c. Representativeness:	<input checked="" type="checkbox"/> Identified in attached table.
d. Completeness*:	<input checked="" type="checkbox"/> Identified in attached table.
e. Comparability:	<input checked="" type="checkbox"/> Identified in attached table.

Other Description:

*A completeness goal of 100 percent has been established for this project. However, if the completeness goal is not met, EPA may still be able to make site decisions based on any or all of the remaining validated data. No critical samples have been identified.

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1.6 Special Training/Certification Requirements:

- Occupational Safety and Health Administration (OSHA) 1910
 Special Equipment/Instrument Operator (describe below): Other (describe below):

1.7 Documentation and Records:

- Field Sheets Site Log Trip Report Site Maps Video
 Chain of Custody Health and Safety Plan Letter Report Photos
- Sample documentation will follow EPA Region 7 Standard Operating Procedure (SOP) 2420.05.
 A copy of this QAPP and any future amendments will be available to all personnel throughout sampling activities. EPA will maintain original documents.
 Other: Analytical information will be handled according to procedures identified in Table 2.

2.0 Measurement and Data Acquisition:

2.1 Sampling Process Design:

- Random Sampling Transect Sampling Biased/Judgmental Sampling Stratified Random Sampling
 Search Sampling Systematic Grid Systematic Random Sampling Definitive Sampling
 Screening w/o Definitive Confirmation Screening w/ Definitive Confirmation Incremental Sampling Methodology
 Sample Map Attached
- Other (Provide rationale behind each sample): See Appendix A for additional sampling information.

The proposed sampling scheme will be biased/judgmental sampling with definitive laboratory analysis, in accordance with the *Guidance for Performing Site Inspections Under CERCLA*, Office of Solid Waste and Emergency Response (OSWER) Directive #9345.1-05, September 1994. Judgmental sampling is subjective (biased) selection of sampling locations based on historical information, visual inspection, and best professional judgment of sampler(s). Soil sampling activities at residential properties will generally accord with the Superfund Lead-Contaminated Residential Sites Handbook, OSWER 9285.7-50, August 2003.

Sample Summary Location	Matrix	# of Samples*	Analysis
Scrap yard	Soil	As many as 25	Resource Conservation and Recovery Act [RCRA] metals (total and toxicity characteristic leaching procedure [TCLP]), semi-volatile organic compounds (SVOCs), polychlorinated biphenyls (PCB), and Chromium VI
Residential yards near scrap yard	Soil	As many as 50	Lead (total)

* See Table 1 for a complete sample summary.

2.2 Sample Methods Requirements:

Matrix	Sampling Method	EPA SOP or other Method
Soil	Surface soil aliquots will be collected by use of stainless-steel spoons. The aliquots for each sample will be placed in a disposable aluminum pie pan, homogenized with the spoon, and transferred to 8-ounce glass jars.	EPA SOPs 4231.2012 and 4230.19

2.3 Sample Handling and Custody Requirements:

- Samples will be packaged and preserved in accordance with procedures described in Region 7 EPA SOP 2420.06. If shipment of samples by commercial service is required, each cooler lid will be securely taped shut, and two custody seals will be signed, dated, and placed across the lid opening. Samples will be submitted to the laboratory in a time-efficient manner to ensure no exceedances of applicable holding times.
 Chain of custody (COC) will be maintained as directed by Region 7 EPA SOP 2420.04.
 COC will be maintained as directed by Tetra Tech SOP 019 (Revision 7), Packaging and Shipping Samples, as well as any additional contract requirements.
 The EPA Region 7 laboratory will accept samples according to Region 7 EPA SOP 2420.01.
 Other (Describe):

2.4 Analytical Methods Requirements:

- Identified in attached table.
 Rationale: The requested analyses have been selected based on historical information about the site and program experience with similar types of sites.
 Other (Describe):

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2.5 Quality Control Requirements

- Not Applicable
- Identified in attached table.
- In accordance with the Generic QAPP for the Superfund Site Assessment and TBA Programs (October 2017).
- Field quality control (QC) Samples: Because determination of total method precision will not be required for this project, no field duplicates will be collected. Because only disposable sampling supplies will be used, no equipment rinsate blank will be required.
- Other (Describe):

2.6 Instrument/Equipment Testing, Inspection, and Maintenance Requirements:

- Not Applicable
- In accordance with the Generic QAPP for Superfund Site Assessment and TBA Programs (updated October 2017).
- Testing, inspection, and maintenance of analytical instrumentation will accord with the previously referenced SOPs and/or manufacturers' recommendations.

2.7 Instrument Calibration and Frequency:

- Not Applicable
- In accordance with the Generic QAPP for Superfund Site Assessment and TBA Programs (updated October 2017).
- Calibration of laboratory equipment will proceed as described in the previously referenced SOPs and/or manufacturers' recommendations.
- Other (Describe): Calibration checks of field instruments will occur daily, as specified in the manufacturers' recommendations.

2.8 Inspection/Acceptance Requirements for Supplies and Consumables:

- Not Applicable
- In accordance with the Generic QAPP for Superfund Site Assessment and TBA Programs (updated October 2017).
- All sample containers will meet EPA criteria for cleaning procedures for low-level chemical analysis. The manufacturer will provide sample containers with Level II certifications in accordance with pre-cleaning criteria established by EPA in *Specifications and Guidelines for Obtaining Contaminant-Free Containers*.
- Other (Describe):

2.9 Data Acquisition Requirements:

- Not Applicable
- In accordance with the Generic QAPP for Superfund Site Assessment and TBA Programs (updated October 2017).
- EPA and/or its contractor(s) have compiled from other sources data or information pertaining to the site (including other analytical data, reports, photos, maps, etc., that are referenced in this QAPP). Some of those data have not been verified by EPA and/or its contractor(s); however, EPA will not use that unverified information for decision-making purposes without verification by an independent professional qualified to verify such data or information.
- Other (Describe):

2.10 Data Management:

- The EPA Region 7 laboratory will manage all data acquired there in accordance with Region 7 EPA SOP 2410.01.
- Other (Describe): The START-subcontracted laboratory will manage all data acquired there in accordance with the laboratory's established procedures.
- All data will be managed in accordance with the site-specific data management plan in Appendix C to this document.

3.0 Assessment and Oversight:

3.1 Assessment and Response Actions:

- Peer Review Management Review Field Audit Lab Audit
- Assessment and response actions pertaining to analytical phases of the project associated with the EPA Region 7 laboratory are addressed in Region 7 EPA SOPs 2430.06 and 2430.12.
- Other (Describe):

3.1A Corrective Action:

- Corrective actions will be at the discretion of the EPA Project Manager whenever problems appear that could adversely affect data quality and/or resulting decisions affecting future response actions pertaining to the site.
- Other (Describe):

3.2 Reports to Management:

- Audit Report Data Validation Report Project Status Report None Required
- START will prepare and submit to EPA a letter report describing sampling techniques, locations, problems encountered (with resolutions to those problems), and interpretation of analytical results.
- Preparation of reports will accord with the Generic QAPP for Superfund Site Assessment and TBA Programs (updated October 2017).
- Other (Describe):

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4.0 Data Validation and Usability:

4.1 Data Review, Validation, and Verification Requirements:

- Identified in attached table.
- Data review and verification will accord with the Generic QAPP for Superfund Site Assessment and TBA Programs (updated October 2017).
- A qualified analyst and the EPA Region 7 laboratory's Section Manager will conduct data review and verification of analytical results generated by that laboratory, as described in Region 7 EPA SOPs 2430.12 and 2410.10.
- Other (Describe):

4.2 Validation and Verification Methods:

- Identified in attached table.
- Validation of data generated by the EPA Region 7 laboratory will accord with Region 7 EPA SOPs 2430.12 and 2410.10.
- The EPA Project Manager will inspect the data to provide a final review. The EPA Project Manager will review the data, if applicable, for laboratory spikes and duplicates, laboratory blanks, and field duplicates to ensure the data are acceptable. The EPA Project Manager will also compare the sample descriptions with field sheets for consistency, and will ensure appropriate documentation of any anomalies in the data.
- Other (Describe):

4.3 Reconciliation with User Requirements:

- Identified in attached table.
- If data quality indicators do not meet the project's requirements as outlined in this QAPP, the data may be discarded, and re-sampling or re-analysis of the subject samples may be required by the EPA Project Manager.
- Other (Describe):

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Table 1: Sample Summary

Site Name: B&T Metals				Location: Gering, Nebraska			
START Project Manager: John Simpson				Activity/ASR #: To be determined			Date: August 2019
No. of Samples	Matrix	Location	Purpose	Depth or other Descriptor	Requested Analysis	Sampling Methods	Analytical Method
As many as 25	Soil	Scrap yard	To determine if concentrations of contamination warrant excavation	0-2 inches below ground surface (bgs)	RCRA metals (total and TCLP) SVOCs PCBs Chromium VI	EPA SOP 4231.2012	EPA R7 SOPs 3122.03, 3121.23, 3171.01, 3230.02, 3240.02, and EPA R4 SOP 3060A Rev 1
As many as 50	Soil	Residential yards near scrap yard	To determine if concentrations of contamination warrant excavation	0-2 inches bgs	Lead (total)	EPA SOPs 4231.2012 & 4230.19	EPA R7 SOP 3122.03

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for the B&T Metals Site

Table 2: Data Quality Objectives Summary

Site Name: B&T Metals				Location: Gering, Nebraska				
START Project Manager: John Simpson				Activity/ASR #: To be determined			Date: August 2019	
Analysis	Analytical Method	Data Quality Measurements					Sample Handling Procedures	Data Management Procedures
		Accuracy	Precision	Representativeness	Completeness	Comparability		
Soil Samples								
RCRA metals (total and TCLP) SVOCs PCBs Chromium VI	See Table 1	Per analytical method	Per analytical method	Judgmental sampling based on professional judgment of the sampling team	100%; No specific critical samples have been identified.	Standardized procedures for sample collection and analysis will be used.	See Section 2.3 of QAPP form.	See Section 2.10 of QAPP form.

APPENDIX A
SITE-SPECIFIC INFORMATION REGARDING REMOVAL ACTION SUPPORT
AT THE B&T METALS SITE

INTRODUCTION

The U.S. Environmental Protection Agency (EPA) Region 7 Superfund Division tasked the Tetra Tech, Inc. (Tetra Tech) Superfund Technical Assessment and Response Team (START), under contract number 68HE0719D0001, Task Order 19F0136, to assist with Removal Action (RA) activities at the B&T Metals site (the site) in the City of Gering (City), Nebraska, a former metal/scrap recycling facility that operated for approximately 60 years until closing in 2015.

Removal-related tasks for START will include surface soil sampling for contaminants of concern to determine whether removal response (e.g., excavation) is warranted. This Quality Assurance Project Plan (QAPP) identifies site-specific features and addresses elements of the sampling strategy and analytical methods proposed for the investigation. John Simpson is the START Project Manager (PM) for this activity. Kirk Mammoliti is the EPA On-Scene Coordinator (OSC) and task monitor.

SITE BACKGROUND INFORMATION

Information regarding the site's location and description, and operational and investigative history is as follows:

Site Location/Description

The site property address is 1855 3rd Street. The site encompasses 1.63 acres in the City, and consists of six privately owned lots totaling 1.15 acres, and 0.48 acre of City rights-of-way. The site is within an area assigned for "MH" zoning (heavy industrial and manufacturing district). The site includes two storage garages, concrete parking areas, a concrete pad, and unpaved outdoor storage areas (Terracon Consultants, Inc. [Terracon] 2017). The site is bounded north by a residential neighborhood, east by agricultural land, and south and west by a railroad corridor developed in 1928 (see Appendix B, Figure 1).

Site Operational and Investigative History

In 2015, Terracon conducted a Phase I Environmental Site Assessment (ESA) of the facility that revealed operation of a scrap yard at the site for 60 years. For about 28 years, automotive batteries had been recycled at the site. Other on-site operations included salvage of automobile parts and other metals, and storage and recycling of motor blocks. Metal items such as aluminum cans, washers, dryers, catalytic converters, radiators, transmissions, salvaged farm equipment, and copper wiring all have been collected at the facility for recycling. Drums containing various chemicals were also stored on site, presenting potential for releases; stained soil was observed at several locations (Terracon 2015).

During a Phase II ESA in 2017, soil was sampled at the site for potential contaminants such as volatile organic compounds (VOC), polynuclear aromatic hydrocarbons (PAH), Resource Conservation and Recovery Act (RCRA) metals, and polychlorinated biphenyls (PCB). The soil samples were collected by use of direct-push technology equipment (Terracon 2017). Analytical results indicated that lead concentrations exceeded EPA's Regional Screening Levels (November 2018) for residential soil (400 milligrams per kilogram [mg/kg]) and industrial soil (800 mg/kg). Near a concrete battery storage pad, lead concentrations were as high as 18,800 mg/kg, and at 17,900 mg/kg at Scrap Area 3 on the southeastern side. Ten samples were analyzed for toxicity characteristic leaching procedure (TCLP) metals, and in eight of those samples, lead concentrations exceeded EPA's TCLP regulatory limit of 5.0 milligrams per liter (mg/L). Limited areas of PAH and PCB contamination were also identified. Elevated lead concentrations in soil were also found near a residential area. Composite lead concentrations at adjacent areas (Scrap Areas 1, 2, and 4) were 673, 520, and 689 mg/kg, respectively (Terracon 2017). The findings of this assessment raised concern about human health risks to the surrounding population (Nebraska Department of Environmental Quality [NDEQ] 2019).

SAMPLING STRATEGY AND METHODOLOGY

Prior to an anticipated removal action that will include surface soil excavations, collections of surface soil samples will occur at the B&T Metals scrap yard property and approximately eight residential properties in the vicinity.

A summary of all anticipated samples for this project is in Table 1 of the attached QAPP form. Tetra Tech START will follow standard operating procedures (SOP) and chain-of-custody procedures referenced in the QAPP throughout sampling activities to verify integrity of the samples from time of collection until submittal to the laboratory for analyses. Delivery of the samples to EPA Region 7 analytical laboratory for analyses will proceed according to the SOPs and methods referenced or described in the QAPP.

Scrap Yard Surface Soil Sampling

Tetra Tech START will collect five-aliquot surface soil samples from as many as 25 cells selected by the EPA OSC. Each cell will encompass approximately 2,500 square feet (ft²) (see Appendix B, Figure 2). A disposable stainless-steel spoon will be used to collect five aliquots of surface soil (0 to 2 inches below ground surface [bgs]) within each cell. Aliquot locations will be selected to represent areal coverage of the cell. The aliquots will be placed in a disposable aluminum pie pan and homogenized with the spoon. The homogenized sample will be transferred to an 8-ounce glass jar. Soil samples will be submitted to

the EPA Region 7 analytical laboratory for analyses RCRA metals (total and TCLP), semivolatile organic compounds (SVOCs), PCBs, and chromium VI. For each sample, personnel will record on field sheets pertinent data, including analyses to be performed and exact sample locations. All soil samples will be stored in coolers maintained at or below a temperature of 4 degrees Celsius (°C) pending submittal to the analytical laboratory.

Residential Yard Sampling

Tetra Tech START will sample eight residential properties in close proximity to the B&T Metals site (see Appendix B, Figure 3). After receiving written consent from the property owner, Tetra Tech START will divide that property into distinct areas or cells for sampling purposes. The number of cells at each property will vary depending on sizes and layouts of the selected properties. One cell will be at each of the following locations: the front yard, the back yard, and the side yards (if the size of the latter is substantial). While the maximum size of a cell will be 100 by 100 feet, actual sizes of cells will be determined in the field based on area features. A cell will extend from the circumference defined by the drip zone around the building or house in all directions 100 feet or to the property line, whichever distance is shorter. Each cell will be composed of five aliquots and locations of aliquots will be approximately equally spaced within each cell. In addition, a composite sample will be collected within the drip zone at each residential property, consisting of at least four aliquots. This composite sample will be collected within the 0- to 2-inch depth interval between 6 and 30 inches from the exterior walls of the structure. These soil sampling activities will generally accord with guidelines established in the *Superfund Lead-Contaminated Residential Sites Handbook* (EPA 2003).

Aliquots for each sample will be placed in a disposable aluminum pie pan and homogenized with the spoon. The homogenized sample will be transferred to an 8-ounce glass jar. Soil samples will be submitted to the EPA Region 7 analytical laboratory for analyses for lead (total). For each sample, personnel will record on field sheets pertinent data, including analyses to be performed and exact sample locations. All soil samples will be stored in coolers maintained at or below a temperature of 4 °C pending submittal to the analytical laboratory.

QUALITY CONTROL

No collection of field quality control (QC) samples is planned. Because evaluation for total method precision will not be necessary for this project, no field duplicates will be collected. Analytical accuracy and precision will be determined via analysis of laboratory-prepared spikes and duplicates.

INVESTIGATION-DERIVED WASTES

Disposal of investigation-derived wastes (IDW) and procedures for equipment and personal decontamination will be addressed in a site-specific health and safety plan prepared by Tetra Tech START. IDW is expected to consist primarily of disposable sampling supplies (gloves, paper towels, pie pans, etc.). Disposal of those materials will occur off site as uncontaminated solid waste.

ANALYTICAL METHODS

Soil samples collected for this project will be submitted to the EPA Region7 analytical laboratory for analyses for RCRA metals (total and TCLP), lead (total), chromium VI, SVOCs, and PCBs. Appropriate containers and physical and preservation techniques will be employed during field activities to help verify acquisition of representative analytical results. Standard detection limits and 30-day turnaround times are appropriate for this project. All analyses will accord with the SOPs and methods referenced or described in this QAPP. Analytical results will be compared to established action levels documented in the EPA Action Memorandum regarding the site or other applicable or relevant and appropriate requirements (ARAR).

REFERENCES

Nebraska Department of Environmental Quality (NDEQ). 2019. Request for Federal Action-Removal Site Evaluation. May.

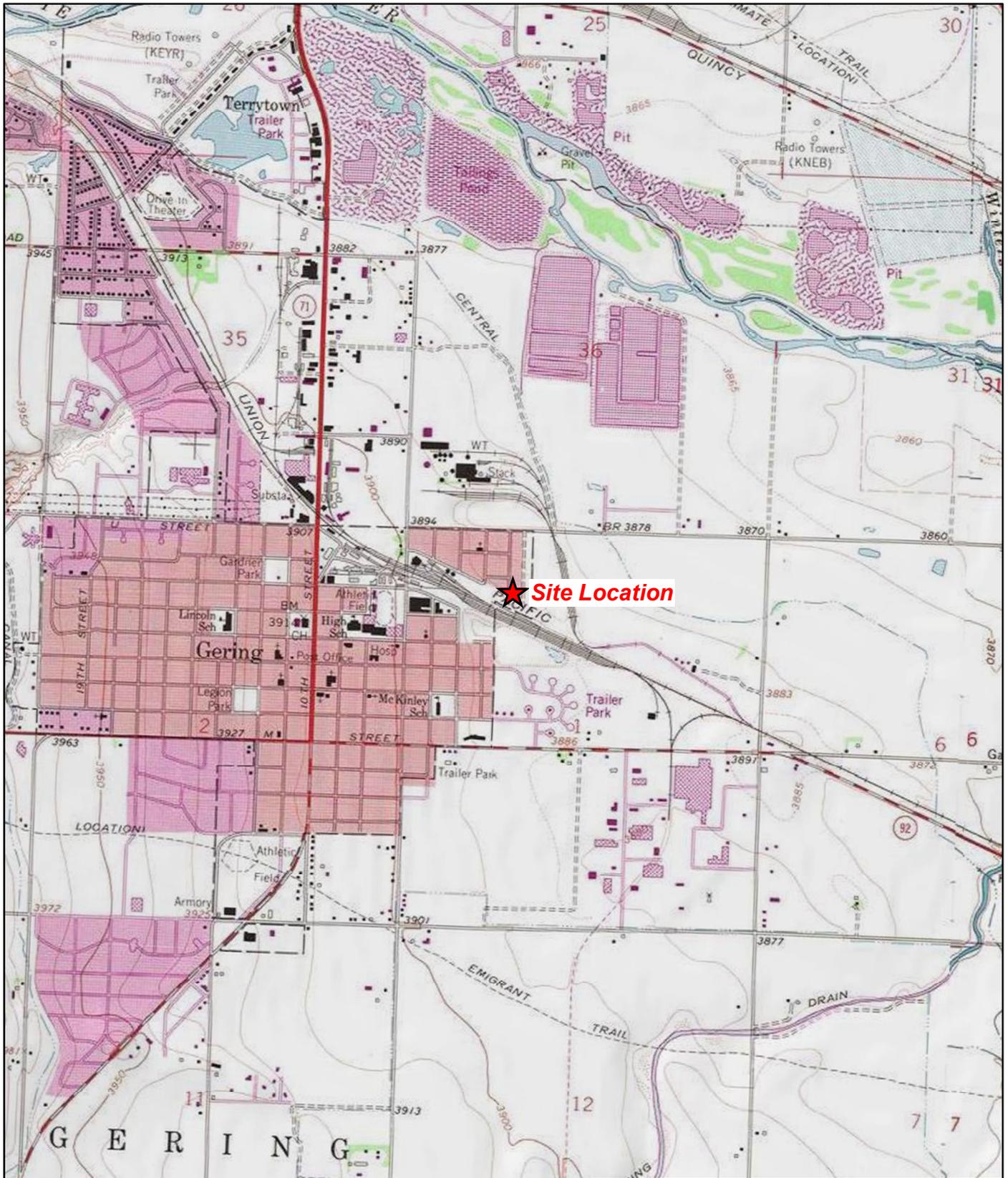
Terracon Consultants, Inc. (Terracon). 2015. Phase I Environmental Site Assessment, B&T Metals. November.

Terracon. 2017. Phase II Environmental Site Assessment, B&T Metals. June.

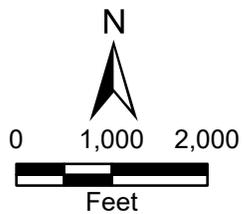
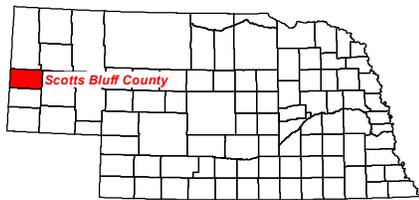
U.S. Environmental Protection Agency (EPA). 2003. *Superfund Lead-Contaminated Residential Sites Handbook*. August.

APPENDIX B

FIGURES



★ Site Location



B&T Metals Site
Gering, Nebraska

Figure 1
Site Location Map



X:\G903001\90\000\Projects\mxd\Figure1.mxd

Source: USGS Scotts Bluff South, NE 7.5 Minute Topo Quad, 1976;

Date: 7/31/19

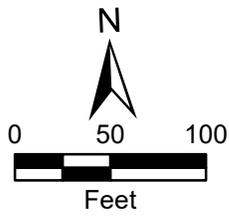
Drawn By: Rose Micke

Project No: 903019F0136



Legend

- Approximate Site Boundary
- Proposed Sampling Grid



Note: proposed grids are approximately 20'X20'
 Source: Esri, ArcGIS Online, World Imagery, 2017.

B&T Metals Site
 Gering, Nebraska

Figure 2
 Site Layout Map





Union-Pacific Railroad Corridor

Legend

Residential Properties to be Sampled

Note: proposed grids are approximately 20'X20'
 Source: Esri, ArcGIS Online, World Imagery, 2017.

0 40 80
Feet

B&T Metals Site
 Gering, Nebraska

Figure 3
 Site Layout Map

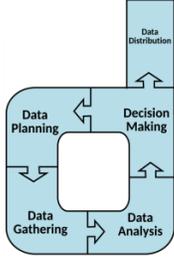
TETRA TECH

Date: 8/8/2019 Drawn By: Rose Micke Project No: 903019F0136

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APPENDIX C

SITE-SPECIFIC DATA MANAGEMENT PLAN

		EPA Site-Specific Data Management Plan			
		Site Name:	B&T Metals	Site ID:	NEN000710213 (SEMS ID)
		Author:	John Simpson	Affiliation:	EPA Region 7
		Date Initiated:	7/19/19	Last Updated:	7/19/19
		Website:	https://response.epa.gov/site/site_profile.aspx?site_id=14339		

This site-specific data management plan (SSDMP) is intended to provide guidance for data collection, storage, analysis, and distribution. The data collection and management practices identified in this plan are designed to ensure data integrity and consistency throughout the project. The SSDMP should be used in conjunction with the Region 7 Regional Data Management Plan. The SSDMP is not intended to be all encompassing regarding data management. Additionally, this document is intended to be updated as data management practices change; therefore, revisions of this plan are expected during a project.

Data Planning

Data Quality Objective	Data Stream(s)
Document concentrations of contaminants in surface soil via lab analysis	Analytical Data

Data Planning – Site Contact List

Name (Affiliation)	Role	Email	Phone Number
John Frey	OSC	frey.john@epa.gov	913-551-7994
Kirk Mammoliti	OSC	mammoliti.kirk@epa.gov	913-551-7902
Clayton Hayes	START Data Manager	clayton.hayes@tetrattech.com	816-412-1933
	Public Information Officer (PIO)		
	Community Involvement Coordinator		
John Simpson	START Team Contact	John.simpson@tetrattech.com	816-412-1772
Clayton Hayes	START GIS Team Contact	clayton.hayes@tetrattech.com	816-412-1933
	State Agency Contact		
	Local Agency Contact		

Data Gathering – Collection

Data Stream	Collection Tool	Specifications	Instructions	Repository
Documents / Files	Email/Scan	Form name, User	Copy pdf versions of documents to repository	Response.EPA.gov / SEMS
Sampling Data	Field Logbook/Field Sheet	SampleID, LocationID	Attach to report and enter into Scribe	Scribe / SEMS
Analytical Data	Scribe	SampleID, Result, Analyte	Transfer EDD info from laboratory to Scribe	Scribe / SEMS
Spatial Data	GIS	Lat/Long	Record coordinates by use of handheld device (EPA R7 SOP 2341.01)	ER Cloud

Data Gathering – Quality Assurance/Quality Control

Data Stream	QA/QC Method	Frequency	Responsibility
Documents / Files	Technical/Editorial Review	Prior to storage deposit	START PM
Contacts	Technical/Editorial Review	As needed	START PM
Sampling Data	Technical Review	Prior to storage deposit	START Data Manager
Analytical Data	Technical Review	Prior to storage deposit	START Data Manager
Spatial Data	Technical Review	Prior to storage deposit	START GIS Team

Data Gathering – Storage

Repository	Instructions	Frequency	Responsibility	Access Details
Response.EPA.gov	Website created by EPA	Created at initiation of project – planning phase	OSC	https://response.epa.gov/site/site_profile.aspx?site_id=14339
Scribe	Scribe project created at direction of OSC and Data Manager	At beginning of project – prior to data collection	START Data Manager	Scribe Project # (to be determined)
ER Cloud	Store operational data on the ER Cloud in accordance with EPA requirements	Throughout project	START Data Manager	ER Cloud secured access
SEMS	Archive project-related documents in accordance with EPA requirements	At conclusion of project	EPA R7	https://www.epa.gov/enviro/sems-search

Data Analysis – Decision Making

Analysis Task	Method	Data Storage Source	Frequency	Responsibility	Deliverable
Sample results evaluation	Database evaluation	Project geodatabase, Scribe	As directed by OSC	OSC / START PM	Lab results included with data summary report

Data Distribution

Deliverable	Audience	Review	Approve	Release Method
Data summary report	EPA / NDEE / Public	OSC / PIO	OSC	Response.EPA.gov / FOIA Request