



THE MEMPHIS DEPOT TENNESSEE

ADMINISTRATIVE RECORD COVER SHEET

AR File Number 595

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File: 212.700.000 a
C.H. 595

FINAL

BRAC Cleanup Team

Meeting Minutes

July 19 - 20, 2000

Attendees on July 19, 2000

BRAC Cleanup Team	Organization	Phone
Shawn Phillips	Memphis Depot Caretaker (Depot)	(901) 544-0611
Turpin Ballard	Environmental Protection Agency Region IV (EPA)	(404) 562-8553
James Morrison	TN Department of Environment and Conservation – Division of Superfund (TDEC-DSF)	(901) 368-7953
Project Team		
Ted Simon	EPA	(404) 562-8642
Brian Deeken	TDEC-DSF	(901) 368-7955
Brenda Apple	TDEC-DSF	(615) 650-7248
David Ladd	U.S. Geologic Survey	(615) 837-4773
Dorothy Richards	Corps of Engineers	(256) 895-1463
Scott Bradley	Corps of Engineers	(256) 895-1637
Stephen Offner	CH2M Hill	(770) 604-9182
Craig Sprinkle	CH2M Hill	(770) 604-9182
Bryan Burkingstock	CCH2M Hill	(770) 604-9182
Other Attendees		
Stanley Tyler	Restoration Advisory Board	

Synopsis of July 19 meeting*Main Installation Groundwater Feasibility Study Comments*

Mr. Jim Morrison expressed his concerns regarding the groundwater conceptual site model (CSM). He asked the team that if leakage was indicated at the Depot, then a downward vertical component to water transport/movement must be considered when investigating contaminant plumes. With this in mind, he continued, monitoring wells screened either in the vadose zone or at the water table would not be the most appropriate way to characterize contaminant plumes. The BCT and project team agreed that there is definitely a downward component of flow in all areas of MI. However, the BCT and project team did not agree that existing monitoring wells were incorrectly placed.

Mr. Offner explained that in May 2000, Mr. Morrison asked CH2M Hill to develop new cross sections and rework the Main Installation (MI) Groundwater Feasibility Study (FS), which resulted in a revised CSM. The plume migration indicates a water table condition and transport. Bridging language could be added to the FS to explain how the CSM was revised.

Mr. Morrison and Mr. Ladd questioned what happened with the groundwater west of the southern end of Dunn Field. Mr. Morrison expressed concerns that monitoring wells were not properly placed to detect

dense non-aqueous phase liquid (DNAPL) including pentachlorophenol (PCP) and chlorinated volatile organic compounds (CVOCs) from certain potential sources

Mr. Offner presented the U S Geological Survey (USGS) water-level data gathered from October 1998 through October 1999. He believed this data showed important differences between groundwater in the fluvial deposits and groundwater in the deeper Cockfield sands. The data suggested there was a high degree of confinement between the fluvial deposits and Cockfield sands. Mr. Ladd noted that some of the wells used by Mr. Offner were not in the area of concern, west of southern end of Dunn Field. Mr. Offner also presented groundwater level data for MW17. Figure 1-10 in the MI Groundwater FS will be revised to show blockage in the well – not a dry well and this would be corrected as a slip-sheet to the MI Groundwater FS.

Mr. Ballard said that there was no evidence that a DNAPL existed under the MI, as is suspected at Dunn Field and no PCP had been identified in any groundwater samples. Mr. Ballard requested that a monitoring point be established as part of the remedial design. He did not see evidence of a DNAPL source in the groundwater.

Mr. Morrison then referred to the plume map in the MI Groundwater FS. He stated that these contaminants would move downward in the water column and that more work was needed to verify the DNAPL issue before TDEC could concur with the MI Groundwater FS. Mr. Craig Sprinkle interjected that DNAPL typically left a trail in soil and groundwater and that no high levels of solvents had been detected in soil or groundwater that are indicative of DNAPL. Therefore, no DNAPL sources were suspected.

Mr. Phillips did not think that soils were a source of contaminants in MI groundwater, referring to the underground storage tank (UST) removal at the Paint Shop area. He continued that soil samples collected under the UST at the 10 ft depth were clean. Furthermore, the National Contingency Plan (NCP) allows remedial actions to be implemented as soon as sufficient data has been gathered. Mr. Ballard added that remedies could be modified, if needed and that the BCT must make the best decision possible, then modify it if new data indicated the remedial action was not working. Mr. Ladd said that the absence of contamination in soils did not necessarily mean there was nothing in the groundwater.

Mr. Offner said that a diffused source is indicated by relatively low dissolved concentrations in the plumes, and he suggested that the remedial design and a pilot test were the next steps. Mr. Brian Deeken indicated he would feel better about the decision if there were more bridging data. Mr. Phillips responded that there was enough data to move into the remedial design phase. The Comprehensive, Environmental Response, Compensation and Liability Act (CERCLA) data gathering process leads decision-makers to the point where a decision must be made, and, he continued, it was time to decide to move into the remedial design phase.

Mr. Ballard said that the MI Groundwater FS should contain a section highlighting the uncertainties. He continued that the "Final" Record of Decision (ROD) could be modified and that issuing a ROD based on available data was not "walking away" from groundwater issues. He suggested that the BCT pick a remedy and design it. The ROD could be altered if operational data so indicated. Mr. Ballard indicated that enhanced bioremediation would effectively treat VOC concentrations into the 1,000-10,000 parts per billion (ppb) range. So, if pilot test/design data indicated these concentrations of VOCs in the groundwater, the remedy would not have to change.

No one disagreed that additional data collection would be needed to design the remedy. The question was whether new data were required to complete the MI Groundwater FS and ROD, or if data could be collected in the remedial design phase. The remedial design would include determining the groundwater flow direction. Mr. Ballard reminded the project team that the ROD was a conceptual approach in which the details were flushed out during remedial design. The outcome of the remedial design must meet criteria and comply with ARARs, Mr. Ballard continued. Remedies could be, and have been on other CERCLA projects, adjusted during implementation of the remedial action.

Mr. Phillips interjected that CH2MHill would mobilize this summer to gather groundwater data at Dunn Field and that the BCT may want CH2M Hill to install wells on the MI in order to gather pre-design data that would confirm the CSM. Regardless of data collection, Mr. Phillips continued, the BCT has sufficient reason to believe that enhanced bioremediation would be the best remedy.

Mr. Morrison suggested that the MI ROD be an Interim ROD, similar to the Dunn Field Interim ROD. Mr. Ballard responded that an Interim ROD was implemented at Dunn Field because no remedial investigation (RI) had been performed. Mr. Ballard asked when the BCT would make a remedy decision for the MI, knowing that the data collection process would continue? Mr. Morrison asked if the MI Groundwater FS, with an uncertainty section built in, addressed the DNAPL issue if any were identified.

Mr. Phillips responded that remedies were in the MI Groundwater FS that could be implemented in conjunction with bioremediation. The long-term maintenance costs would need to be evaluated and pilot tests would have to be performed.

Mr. Ballard said that there may be an ancient thalweg (the lowest part of an ancient stream channel) that left a sand/gravel zone in the northwest part of MI and that this may be a preferred path for contaminant migration. He continued that the remedial project managers have two options: 1) Stop the process, and collect more data before going to ROD; 2) State the uncertainties in the decision documents, proceed to ROD, perform remedial design testing, and obtain additional groundwater flow direction data during the remedial design.

Mr. Ballard asked if new data should be collected. The BCT and project team answered, yes. He asked if the data must be collected prior to the ROD and selection of a remedy. The BCT and project team answered, no.

Mr. Phillips then presented several questions as potential Data Quality Objectives (DQOs): 1) Is DNAPL present? 2) Are perched zones present that affect contaminant migration? 3) How do we optimize well placement and confirm the CSM? He noted that these seem to be post-ROD questions.

The BCT and project team refined the DQOs to: 1) Identify/sample potential DNAPL sources at the top of the clay, 2) Confirm CSM, 3) Determine bioenhancement injection zones (horizontal and vertical), 4) Optimize treatment areas and injection rates.

Mr. Offner asked how the work to collect additional data sequenced into the overall schedule. Mr. Ballard responded that if DNAPL was found during the remedial design, then the remedy would likely be amended and that it could be done simultaneously with the Dunn Field ROD. The EPA 5-year review would start from the time the remedy began, Mr. Ballard explained. The 5-year review could be accomplished any time up to five years, also, one-year annual reviews would be done.

Mr. Offner indicated that the uncertainties to be answered prior to the ROD were DQOs 1 and possibly 2 and that Items 3 and 4 were remedial design issues.

Mr. Phillips stated that the Department of Defense (DoD) could become critical about additional funding if it perceived that TDEC was delaying the CERCLA process. However, if the BCT came to a consensus that new data were needed, then that would be a valid case to request and receive DoD funding. Mr. Phillips continued that the answer to DQO 1 was the only thing that could potentially change the remedy selection. Mr. Phillips committed to collecting data over the next two months to address DQOs 1 and 2. After addressing DQOs 1 and 2, Mr. Morrison would still have until the Final ROD date (8 Dec 2000) to evaluate the new data. Mr. Phillips agreed to send a commitment letter to Mr. Morrison that would be included in the Administrative Record by placing it in the responsiveness summary of the ROD.

Mr. Ballard suggested that the best way to document the new fieldwork at the MI was to summarize it in a technical memo and add it to the Responsiveness Summary. This would get new data into the Administrative Record, and any revised cross sections resulting from the new data could be added to the ROD as slip-sheets in the technical memo.

Mr. Deeken suggested that the response to TDEC's comments about the new CSM and water-table map could be, "Yes, we are going to respond to your comments in a technical memo to include additional field data." The MI Groundwater FS could then go final

Mr. Ballard said that since a revised CSM was being presented to the public in the MI Groundwater FS, that this CSM must have bridging text.

The BCT and project team agreed to the following changes in MI Groundwater FS.

- Add the "Uncertainty language" to Section 1,
- Commit to answering DQO 1;
- Include previous water-table map from RI;
- Show new water-table map;
- Commit to validate CSM by drilling new wells;
- Discuss differences between old and new CSM

The BCT and project team then discussed approaches to accomplish the changes:

- Add top of the clay figure from RI and tie together with new FS figure showing base of fluvial deposits;
- Discuss old and revised CSM and how differences affect remedy including long-term monitoring;
- Section 4 – remove water-level contours from remedy figures;
- Replace Figure 4-1 "Potential long-term monitoring wells" with a Reserved Page marker.

Mr. Offner indicated that these revisions could be accomplished fairly quickly and easily

Mr. Phillips reminded the project team that the Depot did not have an access agreement with the new property owners at the Belz Shipping area and not to expect it by this September

Mr. Deeken and Mr. Morrison requested that CH2M Hill provide interim, unofficial responses to comments for future documents before distributing the revised document to help improve communication. CH2M Hill agreed to try to accomplish this for the Dunn Field documents.

The BCT and project team agreed to following schedule:

28 July	Interim Final MI Proposed Plan
7 August	Final MI FS Slip Sheets
7 August	Final MI Proposed Plan
14 August	Public Comment Period Begins
24 August	Public Meeting for the MI Proposed Plan
18 August	Pre-design Data Collection Work Plan for MI (Can come in at same time as the Dunn Field DNAPL Work Plan.)
23 - 24 Aug	On board review of the Pre-design Data Collection Work Plan
Sept 2000	Well installation fieldwork

Mr. Morrison asked if regulators could comment during the public review period, and Mr. Ballard replied, yes. Mr. Phillips will announce to the RAB the changes to the schedule for the public comment period and the public meeting.

Mr. Morrison agreed to provide MI Proposed Plan comments to Mr. Phillips and CH2M Hill by July 21.

Mr. Offner said that the Pre-design Data Collection Work Plan would be separate from the Dunn Field Addendum II DNAPL WP and that the annual update of the O&M work plan was now due. The project team then discussed Air Force Center for Environmental Excellence (AFCEE) Simulprobe technology. Mr. Offner has been trying to get this information from AFCEE. The project team then discussed engineering data versus decision-making data. The QAPP should define what type data to be collected. Mr. Phillips viewed soil-gas data as engineering data, and therefore, not subject to EPA or TDEC comment.

Mr. Phillips asked for the EPA, TDEC and USGS to provide by July 31 locations including supporting rationale for new wells to confirm DNAPL and the CSM in order for CH2M Hill to develop the Dunn Field Addendum II DNAPL WP. The project team then discussed what to analyze in groundwater samples: PCE, TCE, Dissolved Oxygen, organic scan, parameters and agreed that CH2M Hill will propose analyses in the Addendum II DNAPL WP.

Mr. Phillips will send a commitment letter, from the Lead agency to TDEC, explaining the approach to be followed. TDEC stated conditional concurrence on MI Proposed Plan based on Mr. Phillips's commitment to fill important data gaps. The MI Groundwater FS will go final with changes as agreed at this meeting.

Attendees on July 20, 2000

BRAC Cleanup Team	Organization	Phone
Shawn Phillips	Depot	(901) 544-0611
Turpin Ballard	EPA	(404) 562-8553
James Morrison	TDEC-DSF	(901) 368-7953
Project Team		
Ted Simon	EPA	(404) 562-8642
Brian Deeken	TDEC-DSF	(901) 368-7955
John DeBack	Depot	(901) 544-0622
Denise K Cooper	Depot	(901) 544-0610
Jack Kallal	Depot	(901) 544-0614
Dorothy Richards	Corps of Engineers	(256) 895-1463
Scott Bradley	Corps of Engineers	(256) 895-1637
John Rollyson	Corps of Engineers	(931) 455-6771
Kurt Braun	Corps of Engineers	(334) 690-3415
Neil Anderson	Corps of Engineers	(901) 225-9817
Steve Dunn	Corps of Engineers	(256) 895-1144
Stephen Offner	CH2M Hill	(770) 604-9182
Vijaya Mylavarapu	CH2M Hill	(352) 335-5877
Virgil Jansen	Jacobs/Sverdrup	(314) 770-4025
Kraig Smith	Jacobs/Sverdrup	(314) 770-4025
Jim Covington	Depot Redevelopment Corporation	(901) 942-4939

Review of Previous Meeting Minutes

The BCT discussed, approved and signed the May meeting minutes.

Recap of July 19 Meeting

The BCT and project team discussed and agreed to the following:

- | | |
|----------|---|
| 28 July | CH2M Hill to email the interim final Main Installation Proposed Plan (MI PP) to the BCT; Depot to provide a commitment letter to TDEC |
| 2 August | BCT to provide comments on the interim final MI PP to Depot and CH2M Hill |
| 4 August | EPA and TDEC to provide MI PP concurrence (conditional) letters to the Depot |

- 7 August CH2M Hill to deliver the final MI PP and the final MI Feasibility Study (FS) to the BCT; Depot deliver final MI PP and MI FS to the Information Repositories
- 14 August Public comment period begins and will end on September 13

The BCT and project team agreed that the Preferred Alternative in the MI PP would include long-term monitoring to evaluate groundwater flow direction, address the groundwater flow uncertainty referenced in the Uncertainty section of the MI Groundwater FS before implementing the groundwater remedy. Mr. Morrison will provide conditional concurrence with the MI PP with understanding that the groundwater data gaps will be filled. Mr. Phillips will provide Mr. Morrison a letter of commitment regarding filling the data gaps.

Review of Project Status

Dunn Field Groundwater Pumping System

Mr. Kurt Braun said the pre-construction conference with the Corps, Sverdrup and subcontractors was scheduled for July 20. He will provide Mr. Phillips a revised project schedule by July 28. Mr. Braun anticipated the contractor would mobilize beginning October 1 to install the discharge piping system for the four new recovery wells. Mr. Braun anticipated the project would be completed and the pumping system operational by December 31. Mr. Phillips will forward the revised project schedule to the BCT upon receipt from Mr. Braun.

Old Paint Shop and Maintenance Area Removal Action

Mr. Virgil Jansen distributed a summary of field tasks describing the work completed. Work remaining included proper disposal of the contents from the underground storage tank (UST) and the dust recovered from the buildings. The UST contents and the recovered dust will be disposed of as hazardous waste. According to Mr. Jansen, the UST was intact when removed. The soil around the UST showed little or no staining to indicate a release from the UST, and sampling results from the excavated area and removed soil indicated no detections. Mr. Jansen said the fill point for the UST was well below grade indicating the tank had not been used for some time.

Mr. Jansen also informed the BCT that during the excavation asphalt had been identified below ground and that it appeared the entire area had been paved at one time. Samples from three shallow soil areas indicated benzo-a-pyrene (BAP) levels above screening criteria. The BCT approved backfilling the excavated area without further soil removal as the BAP levels were related to the asphalt-paved area and not from a chemical release to the environment.

Mr. Jansen will provide Mr. Phillips a project closure report approximately three weeks after disposal of the UST contents and recovered dust. Mr. Phillips will distribute to the BCT. Mr. Ballard requested Mr. Phillips provide him two separate letters regarding the Old Paint Shop and Maintenance Area removal action – 1) Date of project mobilization, 2) Date of project demobilization.

Chemical Warfare Materiel (CWM) Removal Action

Mr. Steve Dunn distributed the material he prepared for the RAB meeting, which included Mr. Clyde Hunt's weekly briefing and air monitoring reports for the past 30 days.

Mr. Dunn indicated the Corps would meet with the Defense Logistics Agency and the Defense Distribution Command in New Cumberland on August 9 to discuss the following:

- Revised project schedule,
- Impacts on future hazardous waste excavation activities if no CWM located and removed,

- COE's plan to collect soil borings to locate the neutralization pit in lieu of excavating all the suspected area, and
- COE's addendum to the Site Safety Submission regarding the use of the vapor containment structure (VCS) during the soil boring activities

Mr. Phillips instructed Mr. Dunn to consult with Ms. Richards and Mr. Bradley regarding the data quality objectives to be achieved with the soil-boring plan and to bring well developed objectives to the August 9 meeting. Mr. Phillips will report on the August 9 meeting to the BCT at the August meeting.

Mr. Dunn said he was drafting a letter to change the working hours for work to start at midnight in hopes of extending the amount of time workers could remain in the VCS. Occupational Safety and Health Administration laws regarding heat stress and the summer heat have slowed work considerably. At the current work pace, the project would not be completed in July.

Approximately 80 percent of work at Site 1 has been completed, but no Chemical Agent Identification Sets (CAIS) have been located. The CWM team will move the VCS to the next Site 1 location and anticipate completing Site 1 by the end of August or September. Workers have excavated many M9 Chemical Agent Detection Kits, which are small bottles containing sodium hydroxide tablets. These will be disposed of as hazardous waste due to the sodium hydroxide. Mr. Phillips suggested Mr. Dunn consult with Mr. Offner regarding disposal of the waste as Mr. Offner has had experience with the state and local landfill disposal process. Mr. Phillips also requested several of the M9 kits for the project archives.

Land Use/Institutional Controls at the Main Installation

The BCT discussed the land use proposed for the Main Installation: industrial across most of the Main Installation, recreational at the golf course and recreational area. The BCT agreed to the following institutional controls:

- No use of groundwater for consumption,
- No fishing or swimming;
- Boundary fences must be maintained at FU2;
- No residential use (with exception of existing housing area),
- No daycare operations

The BCT then discussed with Mr. John DeBack, the Base Transition Coordinator, several alternatives for future monitoring to ensure compliance with the institutional controls. One alternative was for TDEC to monitor for compliance. Mr. DeBack indicated this alternative was not acceptable to the Army because TDEC required payment for 100 years of monitoring in advance. Mr. Deeken reminded Mr. DeBack that the Army would still have to pay TDEC to review the compliance reports.

Mr. DeBack continued that the Army was responsible for complying with any institutional controls, but that the Army assumed the local redevelopment agency, which would be the Depot Redevelopment Corporation (DRC) for this property, would take on responsibility for ensuring compliance with institutional controls. However, the DRC might not/probably would not be operating in 10 years to monitor compliance.

Mr. DeBack said that since the land use restrictions were not unreasonable, the Army would approve them as deed restrictions for property transfer. The Army would ensure compliance monitoring occurred, but the Army would want a written monitoring plan and implementing the plan would still be an issue. Mr. DeBack mentioned that perhaps the City's code enforcement department could monitor for compliance since the department already monitors residential use in certain areas (i.e., the construction of homes in flood plains). The code enforcement department could perform the appropriate monitoring and provide the

information in writing to the Army Mr. Covington of the DRC agreed to investigate what city department could implement a monitoring program

Mr. Ballard suggested that the Army have the contractor responsible for sampling the monitoring wells also monitor compliance with the institutional controls. The BCT suggested that the Army have the Corps of Engineers perform compliance monitoring since the Corps monitors compliance with Army property leases.

Mr. DeBack proposed that the BCT design an Institutional Control Implementation Plan that meets their needs and then submit the plan to the Army for buy-in and signature. The BCT agreed to develop an Institutional Control Implementation Plan.

Mr. DeBack indicated that all land use restrictions would be included in property transfer deeds, but that the monitoring or implementation plan would not be in the deed. Mr. Ballard indicated that the Record of Decision (ROD) must include institutional control implementation language.

Mr. DeBack mentioned that the lease for the housing area included a fence and that the fence must be included in the property transfer deed. Mr. Ballard suggested that the ROD state that the fence must be maintained around the housing area.

The BCT agreed that they would work the Land Use Control Assurance Plan (LUCAP) with their respective legal counsels and tentatively scheduled a LUCAP working session for the afternoon of August 22. The BCT will confirm their availability for the August 22 meeting via email.

Mr. Offner asked if LUCAP and Land Use Control Implementation Plan (LUCIP) language should be included in the MI Proposed Plan. Mr. Ballard suggested that the Proposed Plan indicate the institutional control and the area to which it would apply, but that he preferred to see LUCAP/LUCIP language in the ROD. Mr. Ballard requested that Mr. Offner include the appropriate language in the ROD. Mr. Ballard indicated he would provide any additional language as a comment. Mr. Ballard also agreed to forward any information he received about LUCAP/LUCIP language for the ROD.

Groundwater VOCs Evaluation

Mr. Ballard indicated the need for a Standard Operating Procedure for the diffusion sampling method to be used in the DNAPL investigation at Dunn Field.

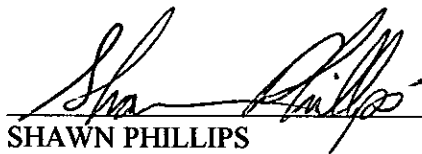
Mr. Phillips directed Mr. Offner and Ms. Richards to provide Mr. Morrison with boring logs for MW64 and PZ05, if available.

Dunn Field Remedial Investigation/Feasibility Study

Ms. Richards requested the BCT approve changing the Dunn Field ROD signature date to December 2001, which means the BCT must approve the ROD by the end of September 2001. The BCT approved the schedule change. Mr. Offner and Ms. Richards were directed to provide revised schedules to Mr. Phillips (cc to Ms. Cooper) by August 14.

BRAC Cleanup Plan Version 4

Ms. Cooper notified the BCT and project team that the updated version of the BRAC Cleanup Plan was scheduled to be distributed for review and comment by the end of August 2000. The BCT agreed that the boundaries for Parcel 2 (housing area) be expanded to include two acres from Parcel 3 that are south of Parcel 2. The DRC requested the boundary change, as the area was necessary for constructing an entrance to the Housing Area from Ball Road. Mr. Phillips agreed to draft a letter of concurrence to the BCT regarding this parcel boundary.



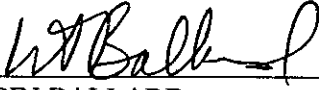
SHAWN PHILLIPS

Memphis Depot Caretaker

BRAC Environmental Coordinator

8/24/00

DATE



TURPIN BALLARD

Environmental Protection Agency

Federal Facilities Branch

Remedial Project Manager

8/24/00

DATE

JAMES W. MORRISON


DATE

Tennessee Department of Environment and Conservation

Division of Superfund

BRAC Cleanup Team member

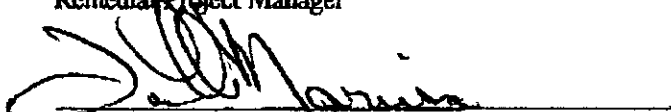
JULY 2000 BCT MEETING MINUTES


SHAWN PHILLIPS
Memphis Depot Caretaker
BRAC Environmental Coordinator

8/24/00
DATE


TURPIN BALLARD
Environmental Protection Agency
Federal Facilities Branch
Remedial Project Manager

8/24/00
DATE


JAMES W. MORRISON
Tennessee Department of Environment and Conservation
Division of Superfund
BRAC Cleanup Team member

8-28-00
DATE

BCT Action Items

Updated: 8/23/00

Action Item #	July Action Items	Responsibility	Start - Suspend Date	Completed Date
7/20-01	Provide electronically to BCT the interim final Proposed Plan.	Dorothy Richards/Steve Offner	7/20/00 – 7/28/00	7/28/00
7/20-02	Provide comments on interim final PP.	Shawn Phillips/Turpin Ballard/James Morrison	7/28/00 – 8/2/00	8/3/00
7/20-03	Provide TDEC a commitment letter regarding groundwater DQOs.	Shawn Phillips	7/20/00 – 7/28/00	7/31/00
7/20-04	Provide Depot letters of concurrence with the MI PP.	Turpin Ballard/James Morrison	7/20/00 – 8/4/00	
7/20-05	Provide EPA with 2 letters – paint shop RA mobilization date, paint shop RA demobilization date.	Shawn Phillips	7/20/00 – 7/31/00	7/31/00
7/20-06	Provide BCT Paint Shop and Maintenance Area Removal Action closure report.	Kurt Braun/Virgil Jansen	7/20/00 – 3 weeks after waste is removed	
7/20-07	Provide Depot with several M9 kits for project archives.	Steve Dunn/Ken Shott	7/20/00 – 8/20/00	8/15/00
7/20-08	Provide Depot with revised CWM project schedule.	Steve Dunn	7/20/00 – 8/16/00	8/16/00
7/20-09	Include on August BCT meeting agenda – Outcome of August 9 CWM project meeting between DLA, DDC	Shawn Phillips	8/9/00 – 8/24/00	8/15/00

BCT Action Items

Updated: 8/23/00

Action Item #	July Action Items	Responsibility	Start - Suspend Date	Completed Date
	and COE.			
7/20-10	Confirm availability for August 22 (afternoon) LUCAP working session.	Shawn Phillips/Turpin Ballard/James Morrison	7/20/00 – 8/11/00	8/22/00
7/20-11	Provide BCT the SOP for diffusion sampling method.	Dorothy Richards/Steve Offner	7/20/00 – 8/24/00	
7/20-12	Provide electronically TDEC boring logs, if available, for MW64 and PZ05.	Dorothy Richards/Steve Offner	7/20/00 – 7/31/00	7/24 & 26/00
7/20-13	Provide letter regarding Parcel 2 boundary change.	Shawn Phillips	7/20/00 – 8/20/00	
7/20-14	Determine City department that could monitor compliance with institutional controls.	Jim Covington/John DeBack	7/20/00 – 8/20/00	

BCT Action Items

Updated: 8/23/00

Action Item #	Existing/Open Action Items	Responsibility	Start - Suspend Date	Completed Date
5/17-01	Amend App B of MI RI with all well boring logs.	Dorothy Richards/Steve Offner	5/17 (7/14) - 8/2/00	8/22/00
4/19-01	Obtain City Right of Way access agreements for well/soil boring installation	Dorothy Richards/Steve Offner	4/19/00 - ASAP	Requested access 6/28/00
6/30-01	Recreational Land Use Scenario tech memo - append to final Streamlined Risk Assessment for Parcel 3 and Main Installation RI	Shawn Phillips/Denise Cooper/ Alma Moore	6/30/00 8/14/00	
2/17-01	Prepare installation technical memo for 4 additional recovery wells.	Kurt Braun/Alex Davies	2/17/00 - 6/18/00	
10/25-01	Install recovery well discharge piping system. (Request for Proposal to Sverdrup on 2/24; anticipate award on 4/14)	Kurt Braun/Virgil Jensen	10/25/99 -	

BCT Action Items

Updated. 8/23/00

Closed Action Items	Responsibility	Start - Suspense Date	Completed Date
Provide Final Feasibility Studies for Main Installation Soils and Groundwater directly to BCT.	Dorothy Richards/Steve Offner	8/7/00	8/7/00
Provide Final Proposed Plan for Main Installation Soils and Groundwater directly to BCT.	Dorothy Richards/Steve Offner	8/7/00	8/8/00
Provide comments on Draft Proposed Plan.	Shawn Phillips/Turpin Ballard/James Morrison	6/20/00 – 7/11/00 TDEC – 7/24	Depot 7/11/00 EPA 7/17/00 TDEC 7/25/00
Provide computer program for taking notes to Shawn Phillips.	Jim Morrison	5/17/00 – ASAP	7/28/00
Provide Belz Properties with 2 access agreements. Obtain Belz signature.	Shawn Phillips		6/30/00
Prepare and provide draft Risk Assessment briefing to Depot. Be prepared to discuss at 7/7/00 conference call @ 0900.	Dorothy Richards/Steve Offner/Vijaya Mylavarapu	6/20/00 – 6/30/00	6/30/00
Hill – upon receipt of task from Dorothy: Provide list of documents supporting MI RI/PP to Shawn Phillips.	Dorothy Richards/Steve Offner	6/27/00 – 7/7/00	7/7/00
Prepare Administrative Record for MI PP.	Shawn Phillips/Denise Cooper/Alma Black Moore/Mike Lee	7/7/00 – 7/31/00	8/14/00

FINAL PAGE

ADMINISTRATIVE RECORD

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