

# **H. 532 Study Support**

## **Monthly Progress Report Period Covering December 2, 2006 to December 31, 2006**

**Prepared for:**

**CLF Ventures**

**Prepared by:**

**Stephen Zemba  
Cambridge Environmental Inc.**



**Overview:**

The Section 5 RFP describes two Phases for the Section 5 study, with six tasks delineated for Phase I. These tasks are as follows (as paraphrased from the RFP):

Phase I: Initial Evaluation and Review

- i. Kickoff meeting
- ii. Define parameters / scope of study
- iii. Conceptualize data needs and expectations re: study parameters
- iv. Analyze existing data and studies
- v. Phase I report
- vi. Development of Phase II recommendations

Phase II: Further Studies

**Progress on Phase I Tasks:**

**Activities and Milestones**

- Phase I Tasks iv. and v. progressed according to schedule
  - The Phase I data reviews of all study topics (Task iv.) were completed;
  - The draft Phase I reports for Group 2 topics (hydrogeology and stormwater) were presented and discussed at a December 6, 2006 meeting with the Oversight Team;
  - The draft Phase I reports for Group 3 topics (toxicology, health impact analysis, and QA/QC) were submitted to the CLF-Ventures on December 11, 2006;
  - The draft Phase I reports for Group 3 topics (toxicology, health impact analysis, and QA/QC) were presented and discussed at a December 18 2006 meeting with the Oversight Team;
- Work continued on integrating the Phase I reports into a complete Phase I draft report;
- Work was initiated on preliminary scoping of Phase II activities in response to data gaps identified in Phase I reports.

A completion matrix of Phase I tasks follows (tasks completed in previous periods are shaded):

Phase I Task		Task Activities			Estimated Completion
		Initiated	Progressed	Completed	
i.	Kickoff meeting			X	100%
ii.	Define parameters / scope of study			X	100%
iii.	Conceptualize data needs and expectations re: study parameters			X	100%
iv.	Analyze existing data and studies		X		100%
v.	Phase I report		X		90%
vi.	Development of Phase II	X			5%

	recommendations				
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***Project Issues:***

- Outstanding Issues
  - None
- Issues Identified During the Period
  - Discussion was held at the 12/18/2006 Oversight Team meeting to adjust the schedule for the integrated Phase I report draft and preliminary Phase II recommendations.
  - Provisions for commenting on Phase I drafts were discussed at the 12/18/2006 Oversight Team meeting.
- Issues Resolved During Period
  - January 24, 2007 was set as the next meeting date for the Oversight Team to discuss the updated/integrated complete Phase I draft.
  - January 10, 2007 was established as a deadline for providing comments on the Phase I draft reports.

***Anticipated Work:***

- Work on Task v. will be completed with submittal of the complete Phase I report and presentation scheduled for the January 24, 2006 meeting with the Oversight Team
  - Comments on the Phase I draft topic reports will be considered and discussed at the meeting
  - Preliminary Phase II recommendations will be developed and discussed at the meeting
- Detailed planning of the Phase II Scope-of-Work will be initiated at the end of the month