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WORK PLAN FOR INSTALLATION OF ASPHALT CAP AT SOLID WASTE MANAGEMENT  
UNIT 25 NS MAYPORT FL  
4/1/2006  
TN & ASSOCIATES

# WORK PLAN

## INSTALLATION OF ASPHALT CAP AT SWMU 25 NS MAYPORT, FLORIDA N62467-02-D-0483/014

Prepared for:



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Southern Division  
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**LIST OF ATTACHMENTS AND APPENDICES**

(Note that Appendices are noted and will be submitted with the Work Plan as stand alone documents for Navy review)

**ATTACHMENT 1 – Schedule**

**APPENDIX A – Sampling and Analysis Plan (with Quality Assurance Project Plan)**

**APPENDIX B – Quality Control Plan**

**APPENDIX C – Health and Safety Plan**

**APPENDIX D – Waste Management Plan**

**APPENDIX E – Stormwater Pollution Prevention/Environmental Protection Plan**

## 1.0 INTRODUCTION

This document has been prepared to serve as the Work Plan with associated Appendices for the Installation of the Asphalt Cap at Site SWMU 25 located at NS Mayport, FL.

### 1.1 General

The Southern Division, Naval Facilities Engineering Command has presented a Task Order to T N & Associates, Inc. (TN&A) to provide the services necessary for installation of an asphalt cap at the SWMU 25 site located at NS Mayport, Florida under Solicitation N62467-06-R-X0033-F and subsequent Award Contract N62467-02-D-0483/014. This Work Plan addresses the proposed services for the work elements contained in the Statement of Work (SOW) #0033-F dated December 28, 2005.

### 1.2 Scope

This Work Plan presents services for remediation activities at the SWMU 25 site located at NS Mayport, Florida. The objective of this project is the installation of an impermeable, water resistant asphalt cap. Installation will include removal and disposal as needed of the upper 1.5 to 2 inches of potentially contaminated soil during preparation of the sub grade base and the placement of 1.5 to 2 inches of type S-1 asphalt. The installation of the asphalt cap will be conducted in accordance with a design approved by the Navy and FDEP and will include a bonding agent between the new asphalt cap and the adjacent asphaltic surface to the south and the adjacent building to the north of the area to be capped to ensure a complete seal at the joints. The surface preparation will include a north to south slope to ensure surface runoff away from the building southward onto the parking area surfaces.

Remediation at NS Mayport is conducted under the Navy's Installation Restoration Program (IRP). The IRP complies with the RCRA corrective action program. The primary contaminants of concern at SWMU 25 are aldrin, dieldrin, and arsenic. The pathways of concern are direct contact and the leaching of contaminants from soil to groundwater.

This Work Plan describes the proposed services for the work elements associated with the Statement of Work (SOW) #0033-F dated December 28, 2005. This Work Plan includes the following tasks:

Task 1.0 - Meetings: Post-Award Kickoff Meeting, Work Plan Design Review Meeting, Pre-Construction Meeting, and Project Team Meeting.

Task 2.0 - Work Plan and Design Submittals: Drawings and Specifications, a Remedial Action Work Plan (RAWP), a Sampling and Analysis Plan (SAP), a Quality Assurance Project Plan (QAPP), a Quality Control Plan (QCP), a Health and Safety Plan (HASP), a Waste Management Plan (WMP), a Stormwater Pollution Prevention Plan (SWPPP), an Environmental Protection Plan (EPP), and a Traffic Control Plan (TCP).

Task 3.0 - Field Work: Notice to Precede, Mobilization, Sub-Grade Preparation, Installation of Base and Asphalt, Site Cleanup, Demobilization

Task 4.0 - Completion Reports: Draft and Final Reports

Task 5.0 - Electronic Documents and Deliverables: Data format and living CD requirements.

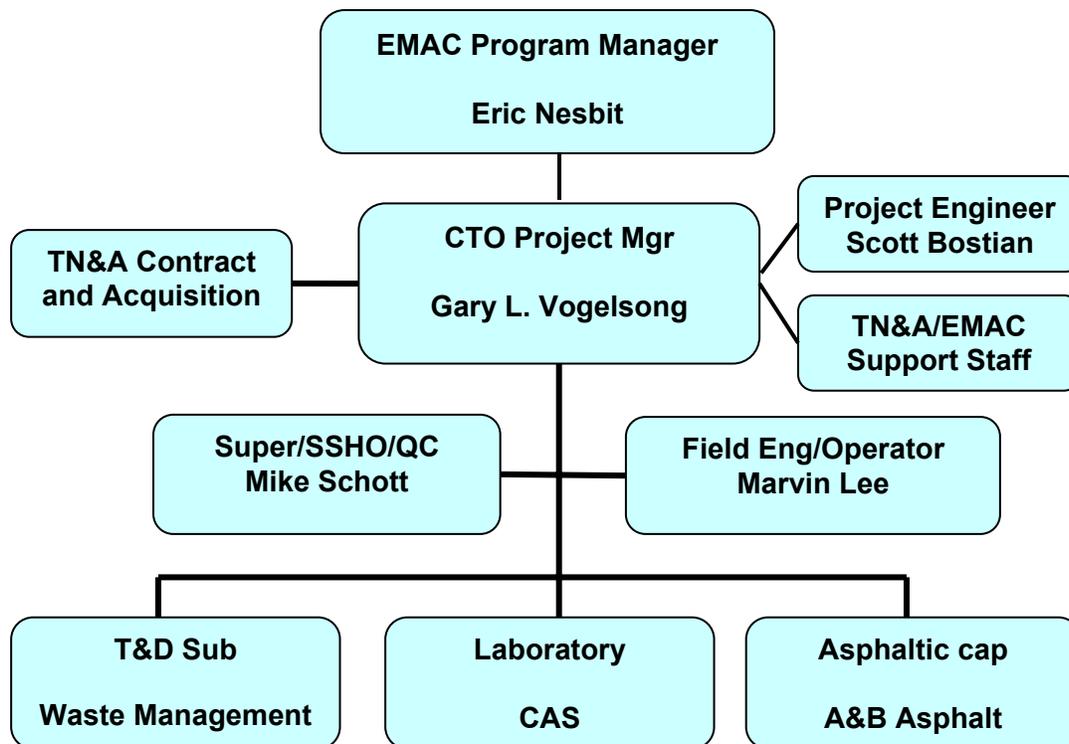
Attachment 1 presents the proposed project schedule.

## 2.0 PROJECT ORGANIZATION

Based on the SOW requirements and on our understanding of the project, TN&A has developed a project organization strategy to best manage this project. The project organizational chart provided in Figure 1 identifies the highly qualified key personnel required to manage and successfully complete the identified project elements. This organization provides TN&A on-site and off-site staff and supporting personnel from subcontracted waste stream transportation and disposal, laboratory, and asphalt placement suppliers. This staffing matrix provides a Project TEAM with industry recognized experience and expertise to undertake and successfully complete this CTO. Each of the Project TEAM members has ongoing proven track record of success working at US Naval facilities and working together as a TEAM. The TN&A TEAM is prepared to ramp up personnel, equipment, and support staff to simultaneously address varying field issues and schedule acceleration as needed at NS Mayport, FL.

The names of the individuals filling the key positions have been identified. If any of the personnel assigned to these key positions become unavailable before the project is completed, they will be replaced with other TN&A personnel possessing similar qualifications.

**FIGURE 2-1  
Organizational Chart  
NS Mayport Cap Installation**



## **2.1 Program Manager**

The Program Manager (PM), Mr. Eric Nesbit, is responsible for the quality of all work performed under this contract. He will monitor the overall progress of the Task Order (TO) to ensure that adequate resources are available and that major problems are prevented or minimized. Mr. Nesbit will concentrate on the technical quality, schedule, and cost for all work performed.

## **2.2 Project Manager**

The CTO Project Manager, Mr. Gary Vogelsong, has the primary responsibility and authority for managing the work and will oversee the coordination of the entire CTO. Mr. Vogelsong is located in our Myrtle Beach, SC office and is a certified Construction Quality Control Manager.

## **2.3 Site Superintendent/QC Manager/SSHO**

The Site Superintendent/QC Manager/SSHO, Mr. Mike Schott, is responsible for managing site activities to ensure adherence to project scope and quality requirements and is also responsible for ensuring strict compliance with the site-specific HASP and the TN&A Corporate HASP. Mr. Schott is a certified Construction Quality Control Manager and is located in TN&A's Raleigh, NC Office

## **2.4 Project Engineer**

The Project Engineer, Mr. Scott Bostian, is registered in the state of Florida as a Professional Engineer and will be responsible for the technical aspects of the project and report generation.

## **3.0 TECHNICAL APPROACH**

TN&A will perform this project with an expedited field execution schedule. Following Post-Award Kickoff Meeting, Work Plan Notice-To-Proceed, the Work Plan and QC documentation approval, Preconstruction Meeting, the field team will mobilize to the site. Draft and final Corrective Measures Completion Reports will be submitted to document the remedial action. TN&A's approach to accomplishing the tasks in the SOW is as follows:

### **3.1 Plan and Schedule Development**

The Work Plan has been developed with the issuance of the Work Plan Notice to Proceed, TN&A has developed and is submitting for review and comment a Draft WP incorporating a HASP, SAP/QAPP, a WMP, and SWPP/EPP followed by a Final WP prior to beginning any fieldwork.. Existing information provided with the RFP and SOW documents in conjunction with data collected from separate investigation has been reviewed and considered during document preparation. A separate QCP has been submitted as a required separate document. The Work Plans (WP) present protocols for the remedial action for the CTO.

As specified in the SOW, TN&A personnel will participate in all required project meetings. TN&A will be responsible for preparation and presentation of and distribution of meeting minutes within 10 days after meetings as directed. TN&A will present the implementation and progress of the work as required by the SOW regularly throughout the project activities. TN&A and its Team members are very familiar with the partnering process the Navy developed for project teams and have participated in and prepared information for numerous project team meetings.

This Work Plan includes thru separate but inclusive Appendices a WMP that will cover all wastes generated under this TO. If a base-wide WMP is available, an addendum will be prepared to augment the base-wide WMP.

The SAP (appendix to the WP) describes soil samples that will be collected to facilitate disposal of soil excavated during sub-grade preparation. It is our understanding that confirmation soil samples will not be collected from the area for the asphalt cap. A soil characterization sample will be taken prior to beginning the site fieldwork in order to expedite the disposal of the first 1.5 to 2 inches of soil removed during site preparation. The SAP will include a QAPP.

The SWPPP has been prepared to meet requirements of federal, state and local general permits for storm water discharge from construction sites. The SWPPP includes Notice of Intents, Notice of Termination, and appropriate permit fees as applicable. The SWPPP also includes as an appendix an EPP, which addresses environmental protective measures to control pollution that develops during construction practice. It also addresses the environmental protective measures required to correct conditions that develop during the construction of permanent or temporary environmental features associated with the project.

The WMP has been prepared and will include all wastes generated under this TO. If a base-wide WMP is available, an addendum will be prepared to augment the base-wide WMP.

A Quality Control Plan (QCP) specific to this CTO has been prepared and submitted as a separate deliverable in accordance with appropriate Navy guidelines. The basis for the TN&A QC program is the U.S. Army Corps of Engineers three-phases of quality control program. The Preparatory Phase of the Three-Phases of Quality Control will review project specifications, submittals, testing plans, method and materials, safety requirements, and coordination with base personnel for each definable feature of work. The Initial Phase of the Three-Phases of Quality Control will establish the quality of workmanship, resolve deviation conflicts, ensure applicable testing is performed, ensure compliance with the safety plan, and verify compliance with base procedures. The Follow-up Phase of the Three-Phases of Quality Control will ensure that work is compliance with contract requirements, maintaining of quality and testing, address of rework, and perform safety inspections. Daily Quality Control Reports and Production Reports will be provided to the CO and designates via hard copy and/or electronic format. The Project Specific Submittal Register will be incorporated as part of the QCP.

As part of this Work Plan the Traffic Control Plan is addressed herewith to address traffic flow and interruption. TN&A will take measures necessary that there will be no traffic interruption between 6:30am-8:00 am and 3:30pm – 5:00pm on Massey Avenue. TN&A will keep soil and/or mud off of the road from trucks leaving the site. Temporary blockage of parking adjacent to the area of work will be required for approximately 2 days in conjunction with field activities and has been addressed with Atlantic Marine, Inc during the Post Award Kickoff Meeting (PAK).

### **3.2 Site Management**

TN&A will manage the project to ensure the remedial action is conducted in accordance with the SOW. Progress reports will be submitted daily and will include Daily Production, Contractor Quality Control, Health and Safety Meetings, Preparatory and Initial Phase Checklists, equipment and materials inspections, copies of manifests for wastes removed (if required), copies of haul tickets for all materials brought to the site or removed from the site, and copies of all certificates of disposal for wastes removed from the site. Project Plans will be maintained on-site. An excavation permit will be obtained prior to excavation activities.

### **3.3 Quality Control**

TN&A will provide quality control to ensure that the end product is of the highest quality. The QC Manager will prepare the Daily CQC Reports, initiate the three phases of control, perform

inspections and testing as specified and prepare submittals for the Contracting Officer's review and approval.

### **3.4 Field Activities:**

#### **3.4.1 Site Mobilization**

TN&A will mobilize all resources necessary (personnel, equipment and materials) to successfully perform the work tasks. TN&A plans to utilize the self contained mobile field office incorporated with the superintendent's field truck as the field operations location. Mr. Schott will mobilize to the site for management, site safety, and quality control. Personnel from TN&A and our asphalt paving subcontractor will work with and under the direction and supervision of TN&A to complete the project.

#### **3.4.2 Site Preparation**

TN&A will set up temporary facilities at a location designated by the Contracting Officer Representative. Site controls and staging areas will be established to support the project activities. Prior to performing any subsurface work, TN&A will obtain proper State of Florida, City of Mayport, NS Mayport permits, and any affected facility tenants and perform a utility clearance to ensure proper facility notification. This will be reviewed as part of our CQC Preparatory phase meeting prior to the installation of the asphalt cap. Security access will be coordinated with the US Navy Security. Utility clearance and security requirements will be reviewed as part of the CQC Preparatory Phase meetings for each definable feature of work.

Erosion control fencing and control measures will be placed as appropriate around the areas to be disturbed as part of this project. The SWPPP details required erosion control measures. Traffic control and temporary relocation of parking/traffic lanes will be addressed as needed to facilitate project completion.

#### **3.4.3 Remedial Activities**

- Removal and disposal of the first 1.5 to 2 inches of soil for sub-grade preparation which may be contaminated with aldrin, dieldrin, and/or arsenic. Removal and disposal of soils will be conducted in accordance with applicable permits necessary to meet disposal requirements. A soil characterization sample will be taken from the area designated for the asphalt cap. The characterization samples will be taken prior to mobilization so that results are available when construction begins. A rubber-tired Bobcat loader, hand tools, and plate compactor will be used to excavate the soil as needed and prepare the sub-grade for asphalt installation. The excavated soil will be directly loaded into a truck or drums, which will then be transported in to a disposal facility. Approximately 2 cubic yards of surface soil is anticipated to be removed during site preparation. Personnel onsite for soil excavation and loading will be OSHA 40-hr HAZWOPER certified. When sub-grade preparation is complete and potentially contaminated soils have been excavated, the excavation equipment and tools will be decontaminated of gross materials.
- Compaction of base materials and placement of 1.5 to 2 inches of type S-1 asphalt in accordance with the approved design. Traffic control measures will be implemented as needed to protect the construction area, workers, and public. Asphalt will be installed up to the building along the entire north side of the area to be capped. The existing monitoring well will be saved and the adjoining areas to the asphalt cap will be sealed.
- Repair the surfaces surrounding the asphalt cap to a condition similar to the original condition.

The limits of the area designated for the asphalt cap will be established by TN&A personnel based on the approved design and site features. It is assumed that the US Navy or its designate

will have completed the delineation of the contamination associated with the SWMU 25 Site as detailed in the RFP Document – Final Corrective Measures Study SWMUs 1, 23, 24, and 25, NAVSTA Mayport, Mayport, FL, Section 5.0. The asphalt cap will provide sloping away from the building along the northern edge of the area to be capped.

#### **3.4.4 Transportation and Disposal**

All waste generated will be shipped under proper manifest or bill of lading by a licensed transporter. The selected disposal facility will be licensed to receive waste as profiled and will generate a certification of disposal upon final disposal.

Trucks leaving the site will be cleaned of gross materials to avoid transfer to roadways. Haul routes will be monitored and cleaned of project-associated debris throughout the project duration.

#### **3.4.5 Completion Reports**

Upon completion of the remedial actions, TN&A will prepare draft and final Completion Reports. The draft and final Completion Reports will include the necessary information required by the Navy, USEPA Region IV and FDEP. The report shall follow formats specified in SOW #0033-F.

#### **3.4.6 Site Demobilization**

Site personnel, equipment and temporary facilities will be demobilized from the site at the conclusion of active field operations. Cleanup of the area will occur daily thru project completion. The construction equipment and trucks will be cleaned of gross materials prior to leaving the site.

### **4.0 SCHEDULE**

Attachment 1 depicts a Gantt Schedule, indicating the estimated initiation, duration, and completion dates of individual tasks for the implementation of this project at NS Mayport. TN&A has a consistent track record of early completion and our aggressive and innovative approach to this project translates directly into schedule compression with cost and time savings. Our proposed schedule shows a 179 day total performance period from Notice of Award to final completion of all reports. Schedule updates will be adjusted to reflect actual award and scheduled meeting dates, and will be updated as changes dictate.

# **ATTACHMENT 1**

## **Schedule**



**APPENDIX A**

**SAMPLING and ANALYSIS PLAN**

**APPENDIX B**

**QUALITY CONTROL PLAN**

**APPENDIX C**

**HEALTH and SAFETY PLAN**

**APPENDIX D**

**WASTE MANAGEMENT PLAN**

**APPENDIX E**

**STORMWATER POLLUTION PREVENTION  
And  
ENVIRONMENTAL PROTECTION PLAN**