



Edmund G. Brown Jr.
Governor

Matthew Rodriguez
Secretary for Environmental Protection

Certified Mail: 7015 1730 0001 0036 8200

January 26, 2018

Mr. Victor Morales
Environmental Safety Manager
City of El Segundo Fire Department
Environmental Safety
314 Main Street
El Segundo, California 90245-3887

Dear Mr. Morales:

The performance evaluation of the City of El Segundo Fire Department Environmental Safety Certified Unified Program Agency (CUPA) is scheduled to occur beginning January, 2018, through May, 2018. The CUPA evaluation process has changed since the last CUPA evaluation took place.

To facilitate the new remote evaluation process, the CUPA must electronically submit documentation requested in Enclosures 1 and 2 to the California Environmental Protection Agency (CalEPA) by **March 20, 2018**.

A Secure File Transfer Protocol (SFTP) site has been made available by CalEPA to enable the CUPA to electronically provide the information requested above. The CalEPA Team Lead, Marc Lorentzen will provide information on how to access the SFTP site. If for any reason the SFTP site is not compatible with the local CUPA electronic information system, the requested documentation may be submitted via email to Marc.Lorentzen@calepa.ca.gov or by mailing electronic storage media (thumb drives or DVDs) to:

CalEPA Unified Program
Attention: Marc Lorentzen
1001 I Street, 2nd Floor, MS 2D
Sacramento, California 95814-2828

As necessary, evaluators from the Department of Toxic Substances Control (DTSC) and the State Water Resources Control Board (State Water Board) evaluators may contact the CUPA to schedule oversight inspections.

Should you have any questions regarding the remote CUPA evaluation process, please contact Melinda Blum, Acting Unified Program Supervisor, at (916) 327-9560 or email melinda.blum@calepa.ca.gov.

Mr. Victor Morales
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Sincerely,

Original signed by John Paine

John Paine
Unified Program Manager

Enclosures (2)

cc sent via email

Mr. Christopher Donovan
Fire Chief
City of El Segundo Fire Department
Environmental Safety
314 Main Street
El Segundo, California 90245-3887

Ms. Laura Fisher, Chief
State Water Resources Control Board
P.O. Box 100
Sacramento, California 95812-0100

Ms. Diana Peebler
Senior Environmental Scientist, Supervisor
Department of Toxic Substances Control
700 Heinz Avenue, Suite 210
Berkeley, California 94710-2721

Mr. Ben Ho, Chief
CAL FIRE - Office of the State Fire Marshal
P.O. Box 944246
Sacramento, California 94244-2460

Mr. Larry Collins, Chief
California Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655-4203

Mr. Jack Harrah
Senior Emergency Services Coordinator
California Office of Emergency Services
3650 Schriever Avenue
Mather, California 95655-4203
cc sent via email

Mr. Victor Morales

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cc sent via email

Mr. Fred Mehr

Environmental Scientist

California Office of Emergency Services

3650 Schriever Avenue

Mather, California 95655-4203

Mr. Glenn Warner

Senior Environmental Scientist, Specialist

CAL FIRE - Office of the State Fire Marshal

P.O. Box 944246

Sacramento, California 94244-2460

Mr. Kevin Abriol

Environmental Scientist

Department of Toxic Substances Control

700 Heinz Avenue, Suite 210

Berkeley, California 94710-2721

Ms. Lisa Jensen

Environmental Scientist

State Water Resources Control Board

P.O. Box 100

Sacramento, California 95812-0100

Ms. Melinda Blum

Acting Senior Environmental Scientist, Supervisor

California Environmental Protection Agency

Mr. Kareem Taylor

Acting Senior Environmental Scientist, Specialist

California Environmental Protection Agency

Mr. Marc Lorentzen

Unified Program Evaluation Team Lead

California Environmental Protection Agency

Please provide the following CUPA documentation electronically to CalEPA:

Administrative Documents:

- Inspection and Enforcement Plan
- Self Audit Reports [last three Fiscal Years (FYs)]
- Surcharge Transmittal Reports (Report 1) (last three FYs and through current quarter of this FY)
- Single Fee Invoices (last three FYs and through current quarter of this FY)
 - For each FY, ensure at least one invoice is provided for each program element: California Accidental Release Prevention (CalARP), Underground Storage Tank (UST), Aboveground Petroleum Storage Act (APSA), Hazardous Materials Business Plan, Hazardous Waste Generator
- Fee Accountability Program Documents
 - Record/budget spreadsheet (last two FYs), including revenue and expenditures (itemized direct and indirect costs)
- Staff Education and Training Records (last three FYs)
 - Health and Safety Training Certification with current refresher
 - International Code Council Certifications
 - APSA Inspector Training Certificates
 - Ongoing training documentation
- Three Formal Enforcement case files (closed within the last two years)
- CUPA Organization Chart

Administrative/ Standard Operating Procedures:

- Public Participation
- Records Maintenance
- Information Request Response
- Financial Management (including the single fee system and surcharge collection and reimbursement program)
- Memorandum of Understanding with each Participating Agency, including procedures for Withdrawal or Removal, if applicable
- Data Management
- Fee Dispute Resolution
- Permitting Procedures
- Business Plan Information Forwarding
- Records for Department of Toxic Substances Control (DTSC) referred complaints, if requested

Program Element Specific Documents:

- Area Plan
- CalARP Program Dispute Resolution Procedure
- CalARP Program Performance Audit Reports (last three FYs)

Please submit the following documentation for each facility file listed on Enclosure 2:

- Last two routine inspection reports, including summaries of violations, notices to comply, and notices of violation
- Return to Compliance documentation
- Correspondence related to returning the facility to compliance
- Current Unified Program Facility Permit(s)
- For CalARP facility files requested by CalOES, please also include:
 - CalARP Program Level
 - Current Risk Management Plan (RMP) date
 - Statement of whether or not an RMP audit was conducted
- For Tiered Permit facility files requested by DTSC, please also include:
 - Applicable Tiered Permit notifications
- For APSA facility files requested by OSFM, if not in CERS, please also include:
 - Most recent "Tank Facility Statement" or Business Plan
 - If including the Business Plan, include the most recent site map and most recent Emergency Response and Training Plans
- For UST facility files requested by the State Water Board, please also include:
 - Last three Annual Inspection Reports
 - Last three Monitoring Certification Reports
 - Last three Spill Bucket Tests
 - Last two Secondary Containment Test Reports
 - Tank Lining Certifications, as appropriate
 - Last three Tank and Piping Integrity Tests, as appropriate
 - Enhance Leak Detection test results, as appropriate

**City of El Segundo Fire Department CUPA
Facility File Request**

CalOES Requested Facilities

No Business plan Facility Files Requested

List of CalARP Facilities

CERS ID, Facility Name

- 10130428 Chevron Products Company 11/2/2017
- 10206970 The Boeing Company – S15 2/27/2017
- 10401328 El Segundo Generating Station 6/6/2017
- 10414294 Air Liquide 3/1/2017
- 10445080 Toyota Sports Center 2/10/2017

DTSC Requested Facilities

CERS ID, Facility Name

- 10128355 Equinix LLC
- 10128358 Equinix LLC
- 10155775 Linde LLC – El Segundo, CA
- 10228945 Edward C. Little Water Recycling Facility
- 10442365 Regal Rents Acquisition Corp/Classic Party
- 10445080 Toyota Sports Center
- 10592374 Peterson Precision Grinding
- 10649323 PetSmart #1316
- 10660756 Keysight Technologies Inc
- 10741060 Glentek Inc
- 10741087 Glentek Inc
- 10155099 Trio Manufacturing
- 10158243 Tri-Star Electronics International Inc
- 10414294 Air Liquide

Please also provide complaint records for the following DTSC referred complaints:

- Any complaints for hazardous waste referred by CalEPA since April, 2016.

OSFM Requested Facilities

CERS ID, Facility Name

- 10131241 Raytheon
- 10414294 Air Liquide
- 10159315 The Boeing Company
- 10128355 Equinix LLC
- 10628350 Northrop Grumman Corp

- 10596119 Chevron Global Lubricants/El Segundo
- 10130428 Chevron Products Company
- 10129003 Chevron El Segundo Terminal, Gate #3
- 10401328 El Segundo Generating Station

State Water Board Requested Facilities

CERS ID, Facility Name

- 10128358 LA4 LLC
- 10129318 The Aerospace Corporation
- 10131658 Raytheon Company
- 10131661 Raytheon Company
- 10155413 Air Products Manufacturing Corporation – El Segundo
- 10155549 AT&T California – A5110
- 10190397 EF&S Devision
- 10206673 Circle K Stores Inc Site #2709416
- 10401061 Digital 2260 East El Segundo LLC
- 10407778 Chevron Station #90634
- 10407793 Chevron Station #97879
- 10409941 Chevron Station #97608
- 10473028 Continental Tower
- 10417963 Bob's Union Inc
- 10454284 Airport 5 Star