



Edmund G. Brown Jr.
Governor

Matthew Rodriguez
Secretary for Environmental Protection

Certified Mail: 7015 1730 0001 0036 4424

January 3, 2019

Mr. Jay Swardenski
Fire Marshal
Fremont City Fire Department
3300 Capital Avenue, Building A
Fremont, California 95438-5006

Dear Mr. Swardenski:

Your Certified Unified Program Agency (CUPA) performance evaluation is scheduled to occur the week of May 6, 2019. CalEPA will conduct the evaluation remotely with pre-assessment of specific documents not otherwise available to the Unified Program evaluation team.

To facilitate the pre-assessment process, the CUPA is to electronically submit documents requested in Enclosure 1 and Enclosure 2 to CalEPA by **March 12, 2019**.

CalEPA's secure file transfer protocol (SFTP) site is available 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

If necessary, evaluators from the Department of Toxic Substances Control (DTSC) and the State Water Resources Control Board (State Water Board) may contact you to schedule oversight inspections associated with your CUPA evaluation.

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Should you have any questions regarding the remote CUPA evaluation process, please contact me at (916) 327-5092 or email John.Paine@calepa.ca.gov.

Sincerely,

Original signed by John Paine

John Paine
Unified Program Manager

Enclosures (2)

cc sent via email:

Mr. Amiel Thurston
Interim Fire Chief
Fremont City Fire Department
3300 Capital Avenue, Building A
Fremont, California 95438-5006

Ms. Laura Fisher
Senior Environmental Scientist, Supervisor
State Water Resources Control Board
P.O. Box 2231
Sacramento, California 95812-2231

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

Ms. Jennifer Lorenzo
Senior Environmental Scientist, Supervisor
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

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cc sent via email:

Mr. Jack Harrah
Senior Emergency Services Coordinator
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

Ms. Elizabeth Brega
Environmental Scientist
Department of Toxic Substances Control
700 Heinz Avenue, Suite 210
Berkeley, California 94710-2721

Ms. Jessica Botsford
Environmental Scientist
State Water Resources Control Board
P.O. Box 100
Sacramento, California 95812-0100

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 (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
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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
 - UST closure documentation, as appropriate

**Fremont City Fire Department CUPA
Facility File Request**

CalARP Facility Files Requested by Cal OES

- 10152129 Materion Brush Inc
 - 10167399 034 Motorsport
 - 10167479 Air Liquide Electronics
 - 10167571 Applied Ceramics
 - 10167657 Complete Machine Solution Inc
 - 10167745 Biolytic Lab Performance Inc
 - 10168169 Fire-Matic Systems Inc
 - 10168251 Fremont Park Golf Course
 - 10169023 Sharks Ice LLC
 - 10169113 Svb Machining
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Facility Files Requested by DTSC

- 10169039 Seagate Technology LLC – FRC
- 10169047 Soraa
- 10169069 Tesla Inc
- 10169351 Western Digital – Fremont
- 10169089 Stryker Neurovascular
- 10169101 Bay Area Circuits Inc
- 10134574 NeoPhotonics Corporation
- 10168815 Pantronix Corp
- 10169345 West Coast Quartz – WCQ1000
- 10168283 Amphenol Thermometrics Inc
- 10168041 Nano Precision Mfg Inc
- 10167723 Benchmark Electronics
- 10152761 Confluent Medical Technologies Inc
- 10153337 Global Plating Inc
- 10167575 Applied Thin Film Products
- 10168163 Finisar Corporation
- 10168407 Intematix Corporation
- 10767667 International Culture Exchange Group
- 10758232 Ellex iScience 10769812
- 10769812 Hitachi Chemical
- 10774393 Furcifer Inc
- 10168393 Imtec Acculine

- 10168015 Db Control Corp
- 10168555 Anson Auto Repair
- 10199908 OES Equipment LLC
- 10169045 Compass Manufacturing Services
- 10594387 MJM Powder Coating
- 10168423 Irvington High School

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

- Comp – 12430
- Comp – 33042
- Comp – 38164
- Comp – 09679

Facility Files Requested by OSFM

- 10167893 City of Fremont Development Ctr
- 10003099 Ohlone College
- 10167917 City of Fremont Fueling Facility
- 10167923 City of Fremont Maintenance Center (Corp Yard)
- 10167887 Chrisp Inc
- 10168255 Fremont Recycling & Transfer
- 10169145 Tesla Motors Inc
- 10169127 Sysco Food Services of San Francisco Inc
- 10168083 Dryco Construction Inc
- 10003126 ALCAL Specialty Contracting Inc
- 10167511 Allied Waste Services

Facility Files Requested by State Water Board

- 10122922 Flyers #483
- 10124980 Propel Fuels Inc (202014)
- 10136122 PG&E – Fremont Service Center
- 10165841 7-Eleven Inc #19168
- 10167459 ACWD Headquarters
- 10167585 ARCO 05369
- 10167799 Budget Rent A Truck
- 10167879 Chevron Station #94230
- 10168093 Meineke
- 10168483 Kaiser Permanente – Fremont
- 10168675 Mission Pass Shell
- 10169249 Western Fuel Group 2611125
- 10169309 Walters & Wolf Glass
- 10169355 G&M Oil Co #207
- 10415599 Costco Wholesale #778 Gas Station