

DOCUMENT MODIFICATION REQUEST (DMR)

5-21000-421-94

Refer to 1-A01-PPG-001 for Processing Instructions.

Print or Type All Information (Except Signatures)

1. Date 04/20/94	25. DMR No. 94-DMR-000301
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2. Existing Document Number/Revision 5-21000-OPS-GT.6, Rev. 2	3. New Document Number or Document Number if it is to be changed with this Revision NA
4. Originator's Name/Phone/Page/Location J.A. Paschis/X8644/NA/080-645	5. Document Title Monitoring Well and Piezometer Installation

6. Document Type <input checked="" type="checkbox"/> Procedure <input type="checkbox"/> Other	7. Document Modification Type (Check only one) <input type="checkbox"/> New <input type="checkbox"/> Revision <input checked="" type="checkbox"/> Intent Change <input type="checkbox"/> Nonintent Change <input type="checkbox"/> Editorial Correction <input type="checkbox"/> Cancellation
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8. Item	9. Page	10. Step	11. Proposed Modifications
			This procedure has 9 active DMRs/DCNs against it, and is currently being revised. However, in order to continue operations, this DMR is being issued in parallel with the revision.
1	2	2.0	Replace first paragraph with the following paragraph:  This standard operating procedure (SOP) describes requirements for administrative documentation of new monitoring wells (and piezometers) and field procedures that will be used for installing monitoring wells and piezometers (open-pipe) at Rocky Flats Plant (RFP). This SOP contains the forms for documentation and describes the equipment for drilling, field procedures, well material specifications, and decontamination procedures that will be used to install monitoring wells and open-pipe piezometers in order to attain acceptable standards of accuracy, precision, comparability, representativeness, and completeness.
2	3	4.1	Add the following reference:  <u>Revised and Amended Rules and Regulations of the Board of Examiners of Water Well Construction and Pump Installation Contractors, 2CCR 402-2.</u> State of Colorado, Office of the State Engineer, Denver, Colorado, Revised Effective August 1, 1988.

12. Justification (Reason for Modification, EIO#, TP#, etc.)

1. Informs well requestor that information about new well installation is needed for well permitting to the Office of the State Engineer.

2. New reference cites CO regulatory statutes relative to well installation.

If modification is for a new procedure or a revision, list concurring disciplines in Block 13, and enter N/A in Blocks 14 and 15. If modification is for any type of change or a cancellation, organizations are listed in Block 13, then Concurrors prints, and signs in Block 14, and dates in Block 15.

13. Organization	14. Print and Sign (if applicable)	15. Date (if applicable)
SME	R.G. Smith <i>R.G. Smith</i>	4/20/94
EQS	M.C. Brooks (R.R.) <i>M.C. Brooks</i>	5/17/94
RPM	W.S. Busby <i>W.S. Busby</i>	5/5/94
SPP	S.R. Keith <i>S.R. Keith</i>	5/16/94
EOM	M.C. Broussard <i>M.C. Broussard</i>	5/2/94

16. Originator's Supervisor (print/sign/date)  
Stephen H. Singer *Stephen H. Singer* SHSinger 4/20/94

17. Assigned SME/Phone/Page/Location R.G. Smith/X8705/D5135/080-643	18. Conf Center 0202	19. Charge Number ENV-GT	20. Requested Completion Date 04/29/94	21. Effective Date 6-01-94
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22. Accelerated Review? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	23. ORC Review ORC Review not required; this nonintent change was processed as an intent change to expedite the DMR process.
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24. Responsible Manager (print, sign, date)  
Mark E. Levin *Mark E. Levin* 4/20/94

REVIEWED FOR CLASSIFICATION/UCN

BY NA  
DATE NA

DOCUMENT CLASSIFICATION REVIEW WAIVER  
PER R.B. HOFFMAN, CLASSIFICATION OFFICE  
JUNE 11, 1991

A-SW-002333

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25.

DMR No. 94-DMR-000801

2. or 3. Document Number/Revision			3. Document Title
8. Item	9. Page	10. Step	11. Proposed Modifications
5-21000-OPS-GT.6/2			Monitoring Well and Piezometer Installation
3	3	4.2	<p>Add the following references:</p> <ul style="list-style-type: none"> <li>● SOP FO.14, Field Data Management</li> <li>● SOP GT.24, Approval Process for Construction Activities on or Near Individual Hazardous Substance Sites (IHSSs)</li> </ul>
4	3	5.0 & 5.1 (new)	<p>Insert the following new Sections 5.0 and 5.1, and consecutively renumber the old Sections 5.0 and 6.0 to 6.0 and 7.0, respectively .</p> <p><b>5.0 ADMINISTRATIVE DOCUMENTATION PRECEDING WELL INSTALLATION</b></p> <p>The Well Installation Notification (WIN), Form GT.6B is to be completed to ensure that new well administrative controls are met by the inclusion of requestor information, installation methods, purpose, initial well permit data, environmental protection measures, and additional information.</p> <p>The requestor should supply information necessary for the Environmental Science and Engineering, Geosciences Division to prepare and file applicable well permits required by the state of Colorado. The information will be used in applying for the: 1) <i>Notice of Intent to Construct</i>: well owner's notice to drill a well. (This must be submitted to the Division of Water Resources three days prior to invasive activities.); and, 2) <i>Permit to Construct a Well</i>: application form issued and approved by Division of Water Resources permitting construction for purposes such as groundwater monitoring, production, or recovery. (Additional permits are required for the installation of a pump). An approved soil disturbance permit is also required by RFP Construction Management. These pre-drilling administrative procedures will be coordinated through the Geosciences Division.</p> <p><b>5.1 INSTRUCTIONS FOR ADMINISTRATIVE DOCUMENTATION</b></p> <p>After Work Plan approval, administrative tracking for new wells (and piezometers) requires the following steps be implemented as an essential part of the planning stage prior to well installation. These procedures are for the purpose of assigning location codes (well numbers), initiating well construction permits required by the Division of Water Resources, and acquiring soil disturbance permits.</p> <p>5.1.1 Submit one Well Installation Notification (WIN), Form GT.6A for each new well or piezometer to Geosciences Division for approval.</p> <p>5.1.2 Receive approved WIN form and copy of approved Notice of Intent to Construct.</p> <p>5.1.3 Submit WIN form and apply for Soil Disturbance Permit to RFP Construction Management.</p> <p>5.1.4 Receive approved Soil Disturbance Permit.</p> <p>5.1.5 Receive notice from Geosciences Division that well permits have been approved by Division of Water Resources and well installation may proceed.</p>
2. Justification (Reason for Modification, EJO#, TP#, etc.)			
3. Internal references cite additional guidance procedures used for pre-installation of wells and data management.			
4. Specific data requested is to complete information for well permitting to Office of the State Engineer and for well requestor to receive unique location code for well control; provides well requestor with procedural instructions applicable to well permit acquisition.			

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5-21000-OPS-GT.6/2			Monitoring Well and Piezometer Installation
4 cont.			<p>5.1.6 Following well installation, submit copies of Groundwater Monitoring Well and Piezometer Report, form GT.6B, Well Development form GW.2A, land survey coordinates and RFP Borehole Log form GT.1A to Geosciences Division as soon as possible.</p> <p>5.1.7 If applicable, provide Geosciences Division supplemental information for end-use requirements of well to obtain additional well/pump permits.</p>
5	16	7.0	<p>Insert following as new 1st paragraph in front of existing 1st paragraph:</p> <p><b>7.0 DOCUMENTATION</b></p> <p>Provide the WIN form to the Geosciences Division as instructed in 5.1.1. Submit copies of applicable (Sections 5.1.6, and 8.0) records related to this administrative procedure to Geosciences Division.</p>
6	17	8.0	<p>Replace Form GT.6A, Groundwater Monitoring Well and Piezometer Report Form with Form GT.6B.</p>
7	18	8.0	<p>Add the following section to end of text, page 18, GT.6.</p> <p><b>8.0 ADMINISTRATIVE DOCUMENTATION</b></p> <p>The two forms for documenting well completion data and well installation notification for wells (and piezometers) follow this section. The Well Installation Notification form GT.6A is completed and submitted to the Geosciences Division. Field information documented on the Groundwater Monitoring Well and Piezometer Report form GT.6B should be entered in electronic data format as specified in SOP FO.14 Field Data Management form FO.14G. Upon completion of data entry and quality control check, Form GT.6B is delivered to the Operable Unit Project Manager.</p>
12. Justification (Reason for Modification, EJO#, TP#, etc.)			
<p>5. Informs well requestor of type and filing location of documents.</p> <p>6. Replaces old form with new form required for RFEDS update.</p> <p>7. Provides well requestor/installer guidance on the filing of completed forms.</p>			