



AECOM  
1001 Highlands Plaza Drive West  
Suite 300  
St. Louis  
MO, 63110  
USA  
aecom.com

April 4, 2017

Ms. Joyce L. Munie, PE  
Manager, Permit Section  
Illinois Environmental Protection  
Agency  
Bureau of Land  
1021 North Grand Avenue East  
Springfield, Illinois 62794

**Routine Updates to Previously Submitted Standard Operating Procedures  
Roxana, Illinois  
1191150002 - Madison County  
ILD080012305**

Dear Ms. Munie:

As part of AECOM Technical Services, Inc.'s (AECOM's) routine quality improvement process, we recently performed a review of the Standard Operating Procedures (SOPs) used by field staff performing activities at the investigation Site in Roxana, Illinois. Previously revised versions of SOPs were submitted to the Illinois Environmental Protection Agency (IEPA) in September 27, 2013, July 3, 2014, and March 4, 2015, submittals from URS Corporation and in an August 3, 2015 submittal from AECOM. These procedures were originally submitted, as requested by various IEPA correspondences, within various reports and work plans related to the Investigation Site in Roxana, Illinois. We are submitting this package of updated SOPs for informational purposes.

The SOPs included with this submittal are listed below. All of the SOPs listed received editorial and formatting revisions. A summary of any additional substantive revisions made to the SOPs are included in the table below.

SOP No	SOP Title	Additional Revisions
3	Calibration and Maintenance of Field Instruments	Revised information regarding Water Level/Interface Probe field checks
4	Decontamination	Added section regarding decontamination of Tedlar® bags
8	Field Reporting and Documentation	Revised procedures related to the flow of data gathered during field activities and current Toughbook/Toughpad backup procedures
10	Well Gauging Measurements	Editorial and formatting

SOP No	SOP Title	Additional Revisions
23	Quality Assurance Samples	Editorial and formatting
44R	Soil Vapor Purging and Sampling	Added reference to decontaminated Tedlar® bags
47	Sub-Slab Soil Gas Installation and Sampling with Canisters	Added reference to decontaminated Tedlar® bags
48	Soil Vapor Extraction Well Data Collection and Sampling	Added reference to decontaminated Tedlar® bags
49	Soil Vapor Extraction Effectiveness Monitoring	Added reference to decontaminated Tedlar® bags
52	Soil Vapor Field Laboratory Screening	Added reference to decontaminated Tedlar® bags

If you have any questions, please contact Wendy Pennington at [wendy.pennington@aecom.com](mailto:wendy.pennington@aecom.com) (314-743-4166) or Bob Billman at [bob.billman@aecom.com](mailto:bob.billman@aecom.com) (314-743-4108).

Yours sincerely,



Wendy Pennington  
Project Engineer  
AECOM  
T: 314-743-4166  
M: 314-452-8929  
E: [wendy.pennington@aecom.com](mailto:wendy.pennington@aecom.com)



Robert B. Billman  
Senior Project Manager  
AECOM  
T: 314-743-4108  
M: 314-308-2877  
E: [bob.billman@aecom.com](mailto:bob.billman@aecom.com)

**encl:** Revised SOPs  
RCRA Corrective Action Certification Form

**cc:** Amy Boley (IEPA - Springfield, IL)  
Gina Search (IEPA - Collinsville, IL)  
Kevin Dyer (SOPUS)  
Shannon Haney (Greensfelder Hemker)  
Project File  
Respositories (Roxana Public Library, website)