



February 3, 2011

Resident

[address]

[address]

Roxana, Illinois 62084

Re: **Request for Access**
Village of Roxana

Dear _____:

URS Corporation (URS), on behalf of Shell Oil Products US (Shell), is conducting an environmental assessment in the proximity of the western property boundary of the Main Plant area of the Wood River Refinery located at 900 South Central Avenue, Roxana, Illinois (Shell previously operated this oil refinery from 1918 to 2000). As part of this assessment, URS respectfully requests permission to enter your property and perform certain Work outlined below to assess the possible migration of petroleum-related vapors from the subsurface into your home.

The Work requested to be performed in this letter is not related in any way to the work being undertaken by the Hartford Working Group in Hartford, Illinois. Information about this overall assessment can be found at the following internet site — <http://roxanainvestigation.urs-stl.net>; a repository has also been established at the Roxana Village Hall. Please note that this Work : (1) is being carried out in accordance with plans approved by Illinois Environmental Protection Agency (IEPA); and (2) will be reviewed and overseen by IEPA. The Illinois Department of Public Health (IDPH) is also involved in this project.

The proposed scope of work to be conducted at your property includes, but is not limited to: inspections/assessments of your home; indoor and outdoor air and soil vapor sampling; installation/operation/ maintenance of vapor mitigation equipment, if necessary; and other vapor mitigation activities, if necessary (the "Work"). Please note that all activities carried out on your property will be subject to your approval.

It is anticipated that this Work will be completed over the next several weeks. Initially, Shell would like to conduct an inspection/assessment of the home and collect indoor, outdoor and subsurface air samples. Additional measurements and/or sampling events and possible remedial activities may be needed in the future. A report documenting the results of our initial efforts will be provided to you soon after they are completed. Additional plans/reports regarding our efforts as they may affect your property will be provided to you as they are developed.

The Work described in this letter will be performed by URS Corporation and their subcontractors, under contract with Shell, and they will comply with the IEPA approved work plan and the Health and Safety Plan developed for this project.

The Work activities described in this letter may result in minor disruptions of the normal use of your property. We will work with you to minimize these disruptions. Shell agrees to indemnify you, the property owner and/or occupant of the property, from any and all claims by third parties which arise directly out of the Work performed by Shell under this agreement.

Shell respectfully requests that you contact URS Corporation within the next 2 weeks (by February 18, 2011) to schedule a convenient time to meet with representatives of URS, IEPA, IDPH and the Village. These representatives anticipate meeting for approximately ½ hour to discuss the planned work, and answer any questions or concerns. We will also provide you with written materials concerning the planned work.

Please contact Wendy Pennington of URS, by phone or email, to schedule the visit:

Wendy Pennington
Phone: 618-225-7613
Email: wendy_pennington@urscorp.com

We have also included an access agreement for this work. We respectfully request that you sign and return the attached agreement if you choose to grant access to your property (or choose not to grant access).

Thank you for your consideration in this matter. URS and Shell look forward to working with you to assess your home, and address issues, if necessary. Should you have any questions or require additional information, please contact me at 314/743-4108 or bob_billman@urscorp.com, or contact Jim Moore, P.E. of IEPA at 217/524-3295.

Sincerely,



Robert B. Billman
Senior Project Manager

cc.: Marty Reynolds – Village of Roxana
Mara McGinnis – IEPA
Chris Cahnovsky – IEPA

Access Agreement for URS on behalf of Shell to Perform Certain Work on Property

Property Address _____
Name of Property Owner _____

____ Yes, I have reviewed Shell Oil Products' February 3, 2011 request and I hereby consent to the entry of Shell, its employees, authorized agents and contractors, upon my property for the purpose of performing the Work described in the subject letter. I understand that I may not be able to use a portion of my property during the Work and I agree to the minor disruption of the normal use of my premises as described.

I further represent and warrant that I am the owner of the subject property and have full authority to provide the consent being given for this property in the Village of Roxana.

____ No, I have reviewed Shell Oil Products' February 3, 2011 request and do not grant access to Shell to my property in the Village of Roxana.

Property Owner Signature _____ Date _____

Please return a signed copy of this form to Wendy Pennington of URS Corporation (a pre-addressed stamped envelope is enclosed for your convenience). Shell respectfully requests that you respond to this letter within seven days of its receipt, so that the proposed work can begin as soon as possible.