



Appendix K

Groundwater Sampling Standard
Operating Procedures



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Region 4
U.S. Environmental Protection Agency
Science and Ecosystem Support Division
Athens, Georgia

OPERATING PROCEDURE

Title: **Groundwater Sampling**

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Revision History

This table shows changes to this controlled document over time. The most recent version is presented in the top row of the table. Previous versions of the document are maintained by the SESD Field Quality Manager.

History	Effective Date
<p>SESDPROC-301-R1, <i>Groundwater Sampling</i>, replaces SESDPROC-301-R0.</p> <p>General Corrected any typographical, grammatical and/or editorial errors.</p> <p>Title Page Changed title for Antonio Quinones from Environmental Investigations Branch to Enforcement and Investigations Branch</p> <p>Section 1.3 Updated information to reflect that the procedure is located on the H: drive of the LAN. Clarified Field Quality Manager (FQM) responsibilities.</p> <p>Section 1.4 Updated referenced operating procedures due to changes in title names. Alphabetized and revised the referencing style for consistency.</p> <p>Section 1.5.1 Corrected the title of the Safety, Health, and Environmental Management Program Procedures and Policy Manual.</p> <p>Section 1.5.2, 4th bullet Added references to the CFR and IATA's Dangerous Goods Regulations.</p> <p>Section 2.5 Updated referenced operating procedures due to changes in title names.</p>	<p>November 1, 2007</p>
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Contents

1 General Information

1.1 Purpose

This document describes general and specific procedures, methods and considerations to be used and observed when collecting groundwater samples for field screening or laboratory analysis.

1.2 Scope/Application

The procedures contained in this document are to be used by field personnel when collecting and handling groundwater samples in the field. On the occasion that SESD field personnel determine that any of the procedures described in this section are either inappropriate, inadequate or impractical and that another procedure must be used to obtain a groundwater sample, the variant procedure will be documented in the field log book, along with a description of the circumstances requiring its use.

1.3 Documentation/Verification

This procedure was prepared by persons deemed technically competent by SESD management, based on their knowledge, skills and abilities and have been tested in practice and reviewed in print by a subject matter expert. The official copy of this procedure resides on the H: drive of the SESD local area network. The Field Quality Manager (FQM) is responsible for ensuring the most recent version of the procedure is placed on the H: drive and for maintaining records of review conducted prior to its issuance.

1.4 References

International Air Transport Authority (IATA). Dangerous Goods Regulations, Most Recent Version

Puls, Robert W., and Michael J. Barcelona. 1989. Filtration of Ground Water Samples for Metals Analysis. Hazardous Waste and Hazardous Materials 6(4), pp.385-393.

Puls, Robert W., Don A. Clark, and Bert Bledsoe. 1992. Metals in Ground Water: Sampling Artifacts and Reproducibility. Hazardous Waste and Hazardous Materials 9(2), pp. 149-162.

SESD Guidance Document, Design and Installation of Monitoring Wells, SESDGUID-001, Most Recent Version

SESD Operating Procedure for Control of Records, SESDPROC-002, Most Recent Version

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SESD Operating Procedure for Sample and Evidence Management, SESDPROC-005, Most Recent Version

SESD Operating Procedure for Logbooks, SESDPROC-010, Most Recent Version

SESD Operating Procedure for Field Sampling Quality Control, SESDPROC-011, Most Recent Version

SESD Operating Procedure for Field pH Measurement, SESDPROC-100, Most Recent Version

SESD Operating Procedure for Field Specific Conductance Measurement, SESDPROC-101, Most Recent Version

SESD Operating Procedure for Field Temperature Measurement, SESDPROC-102, Most Recent Version

SESD Operating Procedure for Field Turbidity Measurement, SESDPROC-103, Most Recent Version

SESD Operating Procedure for Groundwater Level and Well Depth Measurement, SESDPROC-105, Most Recent Version

SESD Operating Procedure for Management of Investigation Derived Waste, SESDPROC-202, Most Recent Version

SESD Operating Procedure for Pump Operation, SESDPROC-203, Most Recent Version

SESD Operating Procedure for Field Equipment Cleaning and Decontamination, SESDPROC-205, Most Recent Version

SESD Operating Procedure for Field Equipment Cleaning and Decontamination at the FEC, SESDPROC-206, Most Recent Version

SESD Operating Procedure for Potable Water Supply Sampling, SESDPROC-305, Most Recent Version

United States Environmental Protection Agency (US EPA). 1975. Handbook for Evaluating Water Bacteriological Laboratories. Office of Research and Development (ORD), Municipal Environmental Research Laboratory, Cincinnati, Ohio.

US EPA. 1977. Sampling for Organic Chemicals and Microorganisms in the Subsurface. EPA-600/2-77/176.

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US EPA. 1978. Microbiological Methods for Monitoring the Environment, Water and Wastes. ORD, Municipal Environmental Research Laboratory, Cincinnati, Ohio.

US EPA. 1981. "Final Regulation Package for Compliance with DOT Regulations in the Shipment of Environmental Laboratory Samples," Memo from David Weitzman, Work Group Chairman, Office of Occupational Health and Safety (PM-273), April 13, 1981.

US EPA. 1995. Ground Water Sampling - A Workshop Summary. Proceedings from the Dallas, Texas November 30 – December 2, 1993 Workshop. ORD, Robert S. Kerr Environmental Research Laboratory. EPA/600/R-94/205, January 1995.

US EPA. 2001. Environmental Investigations Standard Operating Procedures and Quality Assurance Manual. Region 4 Science and Ecosystem Support Division (SESD), Athens, GA

US EPA. Analytical Support Branch Laboratory Operations and Quality Assurance Manual. Region 4 SESD, Athens, GA, Most Recent Version

US EPA. Safety, Health and Environmental Management Program Procedures and Policy Manual. Region 4 SESD, Athens, GA, Most Recent Version

1.5 General Precautions

1.5.1 Safety

Proper safety precautions must be observed when collecting groundwater samples. Refer to the SESD Safety, Health and Environmental Management Program (SHEMP) Procedures and Policy Manual and any pertinent site-specific Health and Safety Plans (HASP) for guidelines on safety precautions. These guidelines should be used to complement the judgment of an experienced professional. Address chemicals that pose specific toxicity or safety concerns and follow any other relevant requirements, as appropriate.

1.5.2 Procedural Precautions

The following precautions should be considered when collecting groundwater samples.

- Special care must be taken not to contaminate samples. This includes storing samples in a secure location to preclude conditions which could alter the properties of the sample. Samples shall be custody sealed during long-term storage or shipment.
- Always sample from the anticipated cleanest, i.e., least contaminated location, to the most contaminated location. This minimizes the opportunity for cross-contamination to occur during sampling.

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- Collected samples must remain in the custody of the sampler or sample custodian until the samples are relinquished to another party.
- If samples are transported by the sampler, they will remain under his/her custody or be secured until they are relinquished.
- Shipped samples shall conform to all U.S. Department of Transportation (DOT) rules of shipment found in Title 49 of the Code of Federal Regulations (49 CFR parts 171 to 179), and/or International Air Transportation Association (IATA) hazardous materials shipping requirements found in the current edition of IATA's Dangerous Goods Regulations.
- Documentation of field sampling is done in a bound logbook.
- Chain-of-custody documents shall be filled out and remain with the samples until custody is relinquished.
- All shipping documents, such as air bills, bills of lading, etc., shall be retained by the project leader and placed in the project files.

2 Special Sampling Considerations

2.1 Volatile Organic Compounds (VOC) Analysis

Groundwater samples for VOC analysis must be collected in 40 ml glass vials with Teflon® septa. The vial may be either preserved with concentrated hydrochloric acid or they may be unpreserved. Preserved samples have a two week holding time, whereas unpreserved samples have only a seven day holding time. In the great majority of cases, the preserved vials are used to take advantage of the extended holding time. In some situations, however, it may be necessary to use the unpreserved vials. For example, if the groundwater has a high amount of dissolved limestone, i.e., is highly calcareous, there will most likely be an effervescent reaction between the hydrochloric acid and the water, producing large numbers of fine bubbles. This will render the sample unacceptable. In this case, unpreserved vials should be used and arrangements must be confirmed with the laboratory to ensure that they can accept the unpreserved vials and meet the shorter sample holding times.

The samples should be collected with as little agitation or disturbance as possible. The vial should be filled so that there is a meniscus at the top of the vial and absolutely no bubbles or headspace should be present in the vial after it is capped. After the cap is securely tightened, the vial should be inverted and tapped on the palm of one hand to see if any undetected bubbles are dislodged. If a bubble or bubbles are present, the vial should be topped off using a minimal amount of sample to re-establish the meniscus. Care should be taken not to flush any preservative out of the vial during topping off. If, after topping off and capping the vial, bubbles are still present, a new vial should be obtained and the sample re-collected.

Samples for VOC analysis must be collected using either stainless steel or Teflon® equipment, such as:

- Bailers must be constructed of stainless steel or Teflon®
- RediFlo2® submersible pumps used for sampling should be equipped with Teflon® sample delivery tubing
- Peristaltic pump/vacuum jug assemblies should be outfitted with Teflon® tubing from the water column to the transfer cap, which should also be constructed of Teflon®

2.2 Special Precautions for Trace Contaminant Groundwater Sampling

- A clean pair of new, non-powdered, disposable gloves will be worn each time a different location is sampled and the gloves should be donned immediately prior to sampling. The gloves should not come in contact

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with the media being sampled and should be changed any time during sample collection when their cleanliness is compromised.

- Sample containers for samples suspected of containing high concentrations of contaminants shall be stored separately.
- Sample collection activities shall proceed progressively from the least suspected contaminated area to the most suspected contaminated area if sampling devices are to be reused. Samples of waste or highly contaminated media must not be placed in the same ice chest as environmental (i.e., containing low contaminant levels) or background samples.
- If possible, one member of the field sampling team should take all the notes and photographs, fill out tags, etc., while the other members collect the samples.
- Clean plastic sheeting will be placed on the ground at each sample location to prevent or minimize contaminating sampling equipment by accidental contact with the ground surface.
- Samplers must use new, verified certified-clean disposable or non-disposable equipment cleaned according to procedures contained in SESD Operating Procedure for Field Equipment Cleaning and Decontamination (SESDPROC-205) or SESD Operating Procedure for Field Equipment Cleaning and Decontamination at the FEC (SESDPROC-206) for collection of samples for trace metals or organic compound analyses.

2.3 Sample Handling and Preservation Requirements

1. Groundwater samples will typically be collected from the discharge line of a pump or from a bailer, either from the pour stream of an up-turned bailer or from the stream from a bottom-emptying device. Efforts should be made to reduce the flow from either the pump discharge line or the bailer during sample collection to minimize sample agitation.
2. During sample collection, make sure that the pump discharge line or the bailer does not contact the sample container.
3. Place the sample into appropriate, labeled containers. Samples collected for VOC analysis must not have any headspace (see Section 2.1, Volatile Organic Compound Analysis). All other sample containers must be filled with an allowance for ullage.
4. All samples requiring preservation must be preserved as soon as practically possible, ideally immediately at the time of sample collection. If preserved VOC vials are used, these will be preserved with concentrated hydrochloric acid by ASB personnel prior to departure for the field investigation. All other chemical preservatives required for the remaining suite of analytes will be supplied by ASB personnel and will be added to the samples by SESD field personnel or other

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authorized persons. The adequacy of sample preservation will be checked after the addition of the preservative for all samples except for the samples collected for VOC analysis. Additional preservative should be added to achieve adequate preservation. Preservation requirements for groundwater samples are found in the USEPA Region 4 Analytical Support Branch Laboratory Operations and Quality Assurance Manual (ASBLOQAM), Most Recent Version.

2.4 Quality Control

If possible, a control sample should be collected from location not affected by the possible contaminants of concern and submitted with the other samples. This control sample should be collected as close to the sampled area as possible and from the same water-bearing formation. Equipment blanks should be collected if equipment is field cleaned and re-used on-site or if necessary to document that low-level contaminants were not introduced by pumps, bailers or other sampling equipment.

2.5 Records

Information generated or obtained by SESD personnel will be organized and accounted for in accordance with SESD records management procedures found in SESD Operating Procedure for Control of Records, SESDPROC-002. Field notes, recorded in a bound field logbook, will be generated, as well as chain-of-custody documentation in accordance with SESD Operating Procedure for Logbooks, SESDPROC-010 and SESD Procedure for Sample and Evidence Management, SESDPROC-005.

3 Groundwater Sampling Methods - Purging

3.1 General

3.1.1 Purging and Purge Adequacy

Purging is the process of removing stagnant water from a well, immediately prior to sampling, causing its replacement by ground water from the adjacent formation that is representative of actual aquifer conditions. In order to determine when a well has been adequately purged, field investigators should monitor the pH, specific conductance, temperature, and turbidity of the ground water removed during purging and, in the case of permanent monitoring wells, observe and record the volume of water removed.

Prior to initiating the purge, the amount of water standing in the water column (water inside the well riser and screen) should be determined, if possible. To do this, the diameter of the well should be determined and the water level and total depth of the well should be measured and recorded. Specific methodology for obtaining these measurements is found in SESD Operating Procedure for Groundwater Level and Well Depth Measurement (SESDPROC-105). Once this information is obtained, the volume of water to be purged can be determined using one of several methods. One is the equation:

$$V = 0.041 d^2h$$

Where: h = depth of water in feet
d = diameter of well in inches
V = volume of water in gallons

Alternatively, the volume may be determined using a casing volume per foot factor for the appropriate diameter well, similar to that in Table 3.1.1. The water level is subtracted from the total depth, providing the length of the water column. This length is multiplied by the factor in the Table 3.1.1 which corresponds to the appropriate well diameter, providing the amount of water, in gallons, contained in the well, i.e., one well or water column volume. Other acceptable methods include the use of nomographs or other equations or formulae.

With respect to volume, an adequate purge is normally achieved when three to five well volumes have been removed. The field notes should reflect the single well volume calculations or determinations, according to one of the above methods, and a reference to the appropriate multiplication of that volume, i.e., a minimum three well volumes, clearly identified as a purge volume goal.

With respect to the ground water chemistry, an adequate purge is achieved when the pH, specific conductance, and temperature of the ground water have stabilized

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TABLE 3.1.1
WELL CASING DIAMETER vs. VOLUME

WELL CASING DIAMETER (INCHES) vs. VOLUME (GALS.)/FEET of WATER	
CASING	GALLONS/FT
1	0.041
2	0.163
3	0.367
4	0.653
5	1.02
6	1.469
7	1.999
8	2.611
9	3.305
10	4.08
11	4.934
12	5.875

and the turbidity has either stabilized or is below 10 Nephelometric Turbidity Units (NTUs) (twice the Primary Drinking Water Standard of 5 NTUs). Although 10 NTUs is normally considered the minimum goal for most ground water sampling objectives, lower turbidity has been shown to be easily achievable in most situations and reasonable attempts should be made to achieve these lower levels. Stabilization occurs when, for at least three consecutive measurements, the pH remains constant within 0.1 Standard Unit (SU), specific conductance varies no more than approximately 10 percent, and the temperature is constant. There are no set criteria for establishing how many total sets of measurements are adequate to document stability of parameters. If the calculated purge volume is small, the measurements should be taken frequently enough to provide a sufficient number of measurements to evaluate stability. If the purge volume is large, measurements taken every 15 minutes, for example, may be sufficient. See the SESD Operating Procedure for Field pH Measurement (SESDPROC-100), SESD Operating Procedure for Field Specific Conductance Measurement (SESDPROC-101), SESD Operating Procedure for Field Temperature Measurement (SESDPROC-102) and SESD Operating Procedure for Field Turbidity Measurement (SESDPROC-103) for procedures for conducting these purge adequacy measurements.

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If, after three well volumes have been removed, the chemical parameters have not stabilized according to the above criteria, additional well volumes (up to five well volumes), should be removed. If the parameters have not stabilized within five volumes, it is at the discretion of the project leader whether or not to collect a sample or to continue purging. If, after five well volumes, pH and conductivity have stabilized and the turbidity is still decreasing and approaching an acceptable level, additional purging should be considered to obtain the best sample possible, with respect to turbidity. The conditions of sampling should be noted in the field log.

In some situations, even with slow purge rates, a well may be pumped or bailed dry (evacuated). In these situations, this generally constitutes an adequate purge and the well can be sampled following sufficient recovery (enough volume to allow filling of all sample containers). *It is not necessary that the well be evacuated three times before it is sampled.* The pH, specific conductance, temperature, and turbidity should be measured and recorded, during collection of the sample from the recovered volume, as the measurements of record for the sampling event.

For wells with slow recovery, attempts should be made to avoid purging them to dryness. This can be accomplished, for example, by slowing the purge rate. If a well is purged to dryness, it may result in the sample being comprised partially of water contained in the sand pack, which may be reflective, at least in part, of initial, stagnant conditions. Additionally, as water enters a well that has been purged to dryness, it may cascade down the sand pack and/or the well screen, stripping volatile organic constituents that may be present and/or introducing soil fines into the water column.

It is particularly important that wells be sampled as soon as possible after purging. If adequate volume is available immediately upon completion of purging, the well must be sampled immediately. If not, sampling should occur as soon as adequate volume has recovered. Sampling of wells which have a slow recovery should be scheduled so that they can be purged and sampled in the same day, after adequate volume has recovered. Wells of this type should not be purged at the end of one day and sampled the following day.

3.1.2 Equipment Considerations for Purging

Monitoring well purging is preferably accomplished by using in-place plumbing and dedicated pumps or by using portable pumps/equipment when dedicated systems are not present. The equipment utilized by Branch personnel will usually consist of peristaltic pumps and variable speed electric submersible pumps, but may also include bladder pumps or inertial pumps. The pump of choice is usually a function of the well diameter, the depth to water, the depth of the well and the amount of water that is to be removed during purging. Whenever the head difference between the sampling location and the water level is less than the limit of suction and the volume to be removed is reasonably small, a peristaltic pump

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should be used for purging. For wells where the water level is below the limit of suction and/or there is a large volume of water to be purged, the variable speed electric submersible pump would be the pump of choice. SESD Operating Procedure for Pump Operation (SESDPROC-203) contains the use and operating instructions for all pumps commonly used during SESD ground water investigations.

Bailers may also be used for purging in appropriate situations, however, their use is discouraged. Bailers tend to disturb any sediment that may be present in the well, creating or increasing sample turbidity. If a bailer is used, it should be a closed-top Teflon® bailer.

3.2 Wells Without Plumbing or In-Place Pumps

For permanent monitoring wells, the depth to water (water level) and depth of the well (total depth) should be determined before purging. Caution should be exercised during this procedure to prevent cross-contamination between wells. This is a critical concern when samples for trace organic compounds or metals analyses are collected. See SESD Operating Procedure for Field Equipment Cleaning and Decontamination (SESDPROC-205) for cleaning procedures for well sounders. After cleaning, the well sounding device should be protected to keep it clean until its next use.

3.2.1 Purging with Pumps

3.2.1.1 Peristaltic Pumps

The following step-by-step procedures describe the process of purging with a peristaltic pump:

1. Cut a length of standard-cleaned (SESD Operating Procedure for Field Equipment Cleaning and Decontamination at the FEC (SESDPROC-206) Teflon® tubing, equal to the well depth plus an additional five to ten feet. Enough tubing is needed to run from the ground surface up to the top of the well casing and back down to the bottom of the well. This will allow for operation of the pump at all possible water level conditions in the well.
2. Place one end of the tubing into the vacuum side of the peristaltic pump head. Proper sizing of the Teflon® and Silastic® or Tygon® tubing should allow for a snug fit of the Teflon® tubing inside the flexible tubing mounted in the pump head.
3. Run a short section of tubing (does not have to be Teflon®) from the discharge side of the pump head to a graduated bucket.

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4. Place the free end of the Teflon® tubing into the well until the end of the tubing is just below the surface of the water column.
5. Secure the Teflon® tubing to the well casing or other secure object using electrician's tape or other suitable means. This will prevent the tubing from being lost in the well should the tubing detach from the pump head.
6. Turn on the pump to produce a vacuum on the well side of the pump head and begin the purge. Observe pump direction to ensure that a vacuum is being applied to the purge line. If the purge line is being pressurized, either switch the tubing at the pump head or reverse the polarity of the cables on the pump or on the battery.
7. If the pumping rate exceeds the recovery rate of the well, continue to lower the tubing into the well, as needed, until the drawdown stabilizes or the well is evacuated to dryness. If the pump is a variable speed peristaltic pump, and the water level in the well is being drawn down, reduce the speed of the pump in an attempt to stabilize the drawdown. If the well can be purged without evacuating the well to dryness, a sample with greater integrity can be obtained.
8. For wells which are not evacuated to dryness, particularly those with recovery rates equal to or very nearly equal to the purge rate, there may not be a complete exchange and removal of stagnant water in that portion of the water column above the tubing intake. For this reason, it is important that the tubing intake be placed in the very uppermost portion of the water column while purging. Standard field measurements should frequently be taken during this process to verify adequacy of the purge and readiness for sampling, as described in Section 3.

3.2.1.2 Submersible Pumps

When a submersible pump is used for well purging, the pump itself is lowered into the water column. The pump must be cleaned as specified in SESD Operating Procedure for Field Equipment Cleaning and Decontamination (SESDPROC-205).

The pump/hose assembly used in purging should be lowered into the top of the standing water column and not deep into the column. This is done so that the purging will "pull" water from the formation into the screened area of the well and up through the casing so that the entire static volume can be removed. If the pump is placed deep into the water column, the water above the pump may not be removed, and the subsequent samples, particularly if collected with a bailer, may not be representative of the aquifer conditions. It is recommended that no more than three to five feet

of hose be lowered into the water column. If the recovery rate of the well is faster than the pump rate and no observable draw down occurs, the pump should be raised until the intake is within one foot of the top of the water column for the duration of purging. If the pump rate exceeds the recovery rate of the well, the pump will have to be lowered, as needed, to accommodate the drawdown. After the pump is removed from the well, the hose and the pump should be cleaned as outlined in SESD Operating Procedure for Field Equipment Cleaning and Decontamination (SESDPROC-205).

3.2.2 Purging With Bailers

Standard-cleaned (SESD Operating Procedure for Field Equipment Cleaning and Decontamination (SESDPROC-205) or SESD Operating Procedure for Field Equipment Cleaning and Decontamination at the FEC (SESDPROC-206) closed-top Teflon® bailers with Teflon® coated stainless steel leaders and new nylon rope are lowered into the top of the water column, allowed to fill, and removed. It is critical that bailers be slowly and gently immersed into the top of the water column, particularly during final stages of purging, to minimize turbidity and disturbance of volatile organic constituents. The use of bailers for purging and sampling is discouraged because the correct technique is highly operator dependent and improper use may result in an unrepresentative sample.

3.2.3 Field Care of Purging Equipment

New plastic sheeting should be placed on the ground surface around the well casing to prevent contamination of the pumps, hoses, ropes, etc., in the event they accidentally come into contact with the ground surface or, for some reason, they need to be placed on the ground during the purging event. It is preferable that hoses used in purging that come into contact with the ground water be kept on a spool or contained in a large wash tub lined with plastic sheeting, both during transportation and during field use, to further minimize contamination by the transporting vehicle or the ground surface.

Careful consideration shall be given to using submersible pumps to purge wells which are excessively contaminated with oily compounds, because it may be difficult to adequately decontaminate severely contaminated pumps under field conditions. When wells of this type are encountered, alternative purging methods, such as bailers, should be considered.

3.2.4 General Low Flow/Low Stress Method Preference

The device with the lowest pump or water removal rate and the least tendency to stress the well during purging should be selected for use. For example, if a bailer and a peristaltic pump both work in a given situation, the pump should be selected because it will greatly minimize turbidity, providing a higher quality sample (Sec.

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3.4.2, Purging When Water Level Is Within Limit of Suction, contains a description of low flow purging and sampling with a peristaltic pump used in a temporary well).

3.2.5 Low Flow/Low Volume Purging Techniques/Procedures

An alternative to the low flow/low stress purging method is the low flow/low volume method, commonly referred to as the “micro-purge” method. The low flow/low volume purging method is a procedure developed and used to minimize purge water volumes. The pump intake is placed within the screened interval at the zone of sampling, preferably, the zone with the highest flow rate. Low flow rate purging is conducted after hydraulic conditions within the well have re-stabilized, usually within 24 to 48 hours. Flow rates should not exceed the recharge rate of the aquifer. This is monitored by measuring the top of the water column with a properly cleaned water level indicator or similar device while pumping. This method is not considered to be a standard method by the Branch and is only acceptable under certain hydraulic conditions. It's use must be evaluated on a case-by-case basis.

3.3 Wells With In-Place Plumbing

Wells with in-place plumbing are commonly found at municipal water treatment plants, industrial water supplies, private residences, etc. Many permanent monitoring wells at active facilities are also equipped with dedicated, in-place pumps. The objective of purging wells with in-place pumps is the same as with monitoring wells without in-place pumps, i.e., to ultimately collect a ground water sample representative of aquifer conditions. Among the types of wells identified in this section, two different approaches are necessary.

A permanent monitoring well with an in-place pump should, in all respects, be treated like a monitoring well without a pump. One limitation is that in most cases the in-place pump is “hard” mounted, that is, the pump is suspended in the well at a pre-selected depth and cannot be moved up or down during purging and sampling. In these cases, well volumes are calculated, parameters are measured and the well is sampled from the pump discharge, after volume removal and parameter conditions have been met.

In the case of the other types of wells, i.e., municipal, industrial and residential supply wells, however, not enough is generally known about the construction aspects of the wells to apply the same criteria as used for monitoring wells, i.e., 3 to 5 well volumes. The volume to be purged in these situations, therefore, depends on several factors: whether the pumps are running continuously or intermittently and whether or not any storage/pressure tanks are located between the sampling point and the pump. The following considerations and procedures should be followed when purging wells with in-place plumbing under the conditions described.

3.3.1 Continuously Running Pumps

If the pump runs more or less continuously, no purge (other than opening a valve and allowing it to flush for a few minutes) is necessary. If a storage tank is present, a spigot, valve or other sampling point should be located between the pump and the storage tank. If not, locate the valve closest to the tank. Measurements of pH, specific conductance, temperature, and turbidity are recorded at the time of sampling.

3.3.2 Intermittently or Infrequently Running Pumps

If the pump runs intermittently or infrequently, best judgment should be utilized to remove enough water from the plumbing to flush standing water from the piping and any storage tanks that might be present. Generally, under these conditions, 15 to 30 minutes will be adequate. Measurements of pH, specific conductance, temperature and turbidity should be made and recorded at intervals during the purge and the final measurements made at the time of sampling should be considered the measurements of record for the event.

3.4 Temporary Monitoring Wells

3.4.1 General Considerations

Procedures used to purge temporary ground water monitoring wells differ from permanent wells because temporary wells are installed for immediate sample acquisition. Wells of this type may include standard well screen and riser placed in boreholes created by hand augering, power augering, or by drilling. They may also consist of a rigid rod and screen that is pushed, driven, or hammered into place to the desired sampling interval, such as a direct push Wellpoint®, a Geoprobe® Screen Point 15 sampler or a Hydropunch® sampler. As such, the efforts to remove several volumes of water to replace stagnant water do not necessarily apply because stagnant water is not present. It is important to note, however, that the longer a temporary well is in place and not sampled, the more stagnant the water column becomes and the more appropriate it becomes to apply, to the extent possible, standard permanent monitoring well purging criteria to it to re-achieve aquifer conditions.

In cases where the temporary well is to be sampled immediately after installation, purging is conducted primarily to mitigate the impacts of installation. In most cases, temporary well installation procedures disturb the existing aquifer conditions, resulting primarily in increased turbidity. Therefore, the goal of purging is to reduce the turbidity and remove the volume of water in the area directly impacted by the installation procedure. Low turbidity conditions in these types of wells that are completed within the limit of suction are typically and routinely achieved by the use of low-flow/low stress purging techniques using variable speed peristaltic pumps.

3.4.2 Purging When Water Level Is Within Limit of Suction

In situations where the elevation of the top of the water column is within the limit of suction (no greater than about 25 feet head difference between the pump and the water level), a variable speed peristaltic pump may be used to purge temporary wells. Enough tubing is deployed to reach the bottom of the temporary well screen. At the onset of purging, the tubing is slowly lowered to the bottom of the screen and is used to remove any formation material which may have entered the well screen during installation. This is critical to ensuring rapid achievement of low turbidity conditions. After the formation material is removed from the bottom of the screen, the tubing is slowly raised through the water column to near the top of the column. The tubing can be held at this level to determine if the pump rate is drawing down the water level in the well. If the water level remains the same, secure the tubing at the surface to maintain this pumping level.

If drawdown is observed on initiation of pumping, reduce the pump speed and attempt to match the drawdown of the well. Sustained pumping at these slow rates will usually result in a relatively clear, low turbidity sample. If the drawdown stabilizes, maintain that level, however, if it continues to lower, "chase" the water column until the well is evacuated. In this case, the recovered water column may be relatively free of turbidity and can be sampled. It may take several episodes of recovery to provide enough volume for a complete sample.

3.4.3 Purging When Water Level Is Greater Than Limit of Suction

In situations where the elevation of the water table is greater than the limit of suction, peristaltic pumps cannot be used to purge temporary wells. If the temporary well is a ScreenPoint15® sampler with small diameter probe rod riser, the only practical choices for water removal are a small diameter bailer, a small diameter bladder pump or an inertial pump. If the well is to be used strictly for VOC screening, it may be acceptable to use the bailer to bail as much sediment from the well as possible prior to sampling. If metals are the analytes of concern, the bladder pump is the best choice for lowering the turbidity of the water column prior to sampling, followed next by the inertial pump. For larger diameter temporary wells, two-inch diameter or greater, bailers and the Grundfos® RediFlo2 may be used although excessive silt or other "fines" may present problems with the operation of the pump.

3.4.4 Considerations for Direct Push Groundwater Sampling

With many of the direct push sampling techniques, purging is either not practical or possible, therefore, no purging is conducted. The sampling device is simply pushed or driven to the desired depth and opened and the sample is collected and retrieved. As a result, some samples collected in this way may not be satisfactory

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or acceptable for certain analyses, i.e., the subject procedure may yield a turbid sample that is not appropriate for metals analyses.

3.5 Investigation Derived Waste

Purging generates quantities of purge water or investigation derived waste (IDW), the disposition of which must be considered. See SESD Operating Procedure for Management of Investigation Derived Waste (SESDPROC-202) for guidance on management or disposal of this waste.

4 Groundwater Sampling Methods – Sampling

4.1 General

Sampling is the process of obtaining, containerizing, and preserving (if required) a ground water sample after the purging process is complete. Non-dedicated pumps for sample collection generally should not be used. Many pumps are made of materials such as brass, plastic, rubber, or other elastomer products which may cause chemical interferences with the sample. Their principle of operation may also render them unacceptable as a sample collection device. It is recognized that there are situations, such as industrial or municipal supply wells or private residential wells, where a well may be equipped with a dedicated pump from which a sample would not normally be collected. Discretion should always be used in obtaining a sample.

4.2 Sampling Wells With In-Place Plumbing

Samples should be collected following purging from a valve or cold water tap as near to the well as possible, preferably prior to any storage/pressure tanks or physical/chemical treatment system that might be present. Remove any hose that may be present before sample collection and reduce the flow to a low level to minimize sample disturbance, particularly with respect to volatile organic constituents. Samples should be collected directly into the appropriate containers as specified in the ASBLOQAM. It may be necessary to use a secondary container, such as a clean 8 oz. or similar size sample jar or a stainless steel scoop, to obtain and transfer samples from spigots with low ground clearance. Also, refer to the discussion in the SESD Operating Procedure for Potable Water Supply Sampling (SESDPROC-305), Sec. 4.2, Potable Water Samples Collected from Wells with In-Place Plumbing. Potable well measurements for pH, specific conductance, temperature, and turbidity should be recorded at the time of sample collection.

4.3 Sampling Wells without Plumbing, Within the Limit of Suction

4.3.1 Equipment Available

The pump of choice for sampling ground water within the limit of suction is the variable-speed peristaltic pump. Its use is described in the following sections. Other acceptable alternatives that may be used under these conditions are the RediFlo2® electric submersible pump (with Teflon® tubing) and a closed-top Teflon® bailer

4.3.1.1 Peristaltic Pump, Direct from Pump Head Tubing

Samples for some constituents, primarily inorganic analytes such as metals and cyanide, may be collected directly from the pump head tubing. This method is acceptable under the following conditions:

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- The pump head tubing must be changed between sampling locations;
- The pump head tubing must be either be certified clean according to SESD's internal quality control program described in Section 3.2 of the SESD Operating Procedure for Field Sampling Quality Control (SESDPROC-011) or
- An equipment rinsate blank is collected by pumping de-ionized water through a piece of the tubing.

4.3.1.2 Peristaltic pump/vacuum jug

It is not acceptable to collect samples for organic compounds analyses through the flexible tubing used in the pump head. When collecting samples for organic compound analyses it is necessary to use a vacuum container, placed between the pump and the well for sample collection. The following step-by-step procedures describe the process of sampling with a peristaltic pump and vacuum jug (see note following these procedures for collection of VOC samples):

1. Disconnect the purge tubing from the pump. Make sure the tubing is securely attached to the protective casing or other secure object.
2. Insert the tubing into one of the ferrule nut fittings of a Teflon® vacuum container transfer cap assembly.
3. Place a suitable length of Teflon® tubing between the remaining transfer cap assembly ferrule nut fitting and the vacuum side of the flexible tubing in the peristaltic pump head. Securely hand-tighten both fittings.
4. Turn the pump on. Water should begin to collect in the transfer container (typically a 1-liter sample container) within a few minutes. If water does not begin to flow into the container within several minutes, check the transfer cap fittings and make sure the assembly is tightly attached to the container. It may be necessary to tighten the ferrule nuts with a wrench or pliers to achieve a vacuum in the system, particularly when approaching the maximum head difference between the pump and water table (limit of suction).
5. When the transfer container is nearly full, turn off the pump, remove the transfer cap assembly, and pour the sample into the appropriate containers. Because the 1-liter containers used by the Branch are rinsed with nitric acid during cleaning, they cannot be used for collecting samples to be analyzed for nitrogen sensitive parameters.

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6. If additional sample volume is needed, replace the transfer cap assembly, turn the pump on, and collect additional volume. The use of Teflon® valves or ball check devices to retain the water column in the sample delivery tubing during the transfer phase, when large volumes of sample are required, is acceptable. These devices, however, must be constructed so that they may be completely disassembled and cleaned according to the procedures in SESD Operating Procedure for Field Equipment Cleaning and Decontamination (SESDPROC-205).
7. When sampling is completed, all Teflon® tubing should be discarded.

NOTE: Samples for volatile organic compound analyses cannot be collected using this method. If samples for VOC analyses are required, they must be collected with a Teflon® or stainless steel bailer or by other approved methods, such as the “soda straw” method. The “soda straw” method involves allowing the tubing to fill, by either lowering it into the water column (A) or by filling it via suction applied by the pump head (B). If method (A) is used, the tubing is removed from the well after filling and the captured sample is allowed to drain into the sample vial. If method (B) is used, after running the pump and filling the tubing with sample, the pump speed is reduced and the direction reversed to push the sample out of the tubing into the vials. Avoid completely emptying the tubing when filling the sample vials when using method (B) to prevent introducing water that was in contact with the flexible pump head tubing. Either method is repeated, as necessary, until all vials are filled.

4.3.1.3 RediFlo2® Electric Submersible Pump (with Teflon® tubing)

After purging has been accomplished with RediFlo2® electric submersible pump, the sample may be obtained directly from the pump discharge, provided that Teflon® tubing was used for the sample delivery line. The discharge rate of the pump should be reduced during volatile organic compound sample collection to minimize sample disturbance. Note, if the RediFlo2® electric submersible pump is used for sampling, the water in the cooling chamber must be replaced with organic-free water between each well and the pump must undergo a full external and internal cleaning. In addition, pump rinsate blanks must be collected, at the appropriate frequency, to demonstrate that the pump has been adequately cleaned between wells.

4.3.1.4 Bailers

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New bailer rope should be attached to the bailer via a Teflon® coated stainless steel wire. (If a bailer was used to purge the well, it may also be used to sample the well and new bailer rope is not required between purging and sampling). The bailer should be gently immersed in the top of the water column until just filled. At this point, the bailer should be slowly removed and the contents emptied into the appropriate sample containers.

4.4 Sampling Wells without Plumbing, Exceeding the Limit of Suction

All methods described previously in Section 4.3.2.1.3, RediFlo2® Electric Submersible Pumps, and Section 4.3.2.1.4, Bailers, are suitable sample methods where the water table is too deep to consider the use of a peristaltic pump for sampling.

4.5 Sample Preservation

After sample collection, all samples requiring preservation must be preserved as soon as practical. Consult the ASBLOQAM for the correct preservative for the particular analytes of interest. All samples preserved using a pH adjustment (except VOCs) must be checked, using pH strips, to ensure that they were adequately preserved. This is done by pouring a small volume of sample over the strip. Do not place the strip in the sample. Samples requiring reduced temperature storage should be placed on ice immediately.

4.6 Special Sample Collection Procedures

4.6.1 Trace Organic Compounds and Metals

Special sample handling procedures should be instituted when trace contaminant samples are being collected. All sampling equipment, including pumps, bailers, water level measurement equipment, etc., which comes into contact with the water in the well must be cleaned in accordance with the cleaning procedures described in the SESD Operating Procedure for Field Equipment Cleaning and Decontamination (SESDPROC-205 or SESD Operating Procedure for Field Equipment Cleaning and Decontamination at the FEC (SESDPROC-206). Pumps should not be used for sampling unless the interior and exterior portions of the pump and the discharge hoses are thoroughly cleaned. Blank samples should be collected to determine the adequacy of cleaning prior to collection of any sample using a pump other than a peristaltic pump.

4.6.2 Order of Sampling with Respect to Analytes

In many situations when sampling permanent or temporary monitoring wells, an adequate purge, with respect to turbidity, is often difficult to achieve. Removal

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and insertion of equipment after the purge and prior to actual sampling may negate the low turbidities achieved during purging and elevate turbidity back to unacceptable levels. For this reason, it is important that special efforts be used to minimize any disturbance of the water column after purging and to collect the aliquot for metals first. Therefore, the preferred order of sampling is metals first, followed by other inorganic analytes, extractable organic compounds and volatile organic compounds.

4.6.3 Filtering

As a standard practice, ground water samples will not be filtered for routine analysis. Filtering will usually only be performed to determine the fraction of major ions and trace metals passing the filter and used for flow system analysis and for the purpose of geochemical speciation modeling. Filtration is not allowed to correct for improperly designed or constructed monitoring wells, inappropriate sampling methods, or poor sampling technique.

When samples are collected for routine analyses and are filtered, both filtered and non-filtered samples will be submitted for analyses. Samples for organic compounds analysis should not be filtered. Prior to filtration of the ground water sample for any reason other than geochemical speciation modeling, the following criteria must be demonstrated to justify the use of filtered samples for inorganic analysis:

1. The monitoring wells, whether temporary or permanent, have been constructed and developed in accordance with the SESD Guidance Document, Design and Installation of Monitoring Wells (SESDGUID-001).
2. The ground water samples were collected using sampling techniques in accordance with this section, and the ground water samples were analyzed in accordance with USEPA approved methods.
3. Efforts have been undertaken to minimize any persistent sample turbidity problems. These efforts may consist of the following:
 - Redevelopment or re-installation of permanent ground water monitoring wells.
 - Implementation of low flow/low stress purging and sampling techniques.
4. Turbidity measurements should be taken during purging and sampling to demonstrate stabilization or lack thereof. These measurements should be documented in the field notes. If the ground water sample appears to have either a chemically-induced elevated turbidity, such as would occur with precipitate formation, or a naturally elevated colloid or fine, particulate-related turbidity, filtration will not be allowed.

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If filtration is necessary for purposes of geochemical modeling or other **pre-approved** cases, the following procedures are suggested:

1. Accomplish in-line filtration through the use of disposable, high capacity filter cartridges (barrel-type) or membrane filters in an in-line filter apparatus. The high capacity, barrel-type filter is preferred due to the higher surface area associated with this configuration. If a membrane filter is utilized, a minimum diameter of 142 mm is suggested.
2. Use a 5 μm pore-size filter for the purpose of determining the colloidal constituent concentrations. A 0.1 μm pore-size filter should be used to remove most non-dissolved particles.
3. Rinse the cartridge or barrel-type filter with 500 milliliters of the solute (ground water to be sampled) prior to collection of sample. If a membrane filter is used, rinse with 100 milliliters of solute prior to sample collection.

Potential differences could result from variations in filtration procedures used to process water samples for the determination of trace element concentrations. A number of factors associated with filtration can substantially alter "dissolved" trace element concentrations; these include filter pore size, filter type, filter diameter, filtration method, volume of sample processed, suspended sediment concentration, suspended sediment grain-size distribution, concentration of colloids and colloidally-associated trace elements, and concentration of organic matter. Therefore, consistency is critical in the comparison of short-term and long-term results. Further guidance on filtration may be obtained from the following: 1) Metals in Ground Water: Sampling Artifacts and Reproducibility; 2) Filtration of Ground Water Samples for Metals Analysis; and 3) Ground Water Sampling - A Workshop Summary. See Section 1.4, References, for complete citation for these documents.

Bacterial Sampling

Whenever wells (normally potable wells) are sampled for bacteriological parameters, care must be taken to ensure the sterility of all sampling equipment and all other equipment entering the well. Further information regarding bacteriological sampling is available in the following: 1) Sampling for Organic Chemicals and Microorganisms in the Subsurface; 2) Handbook for Evaluating Water Bacteriological Laboratories; and 3) Microbiological Methods for Monitoring the Environment, Water and Wastes. See Section 1.4, References, for complete citation for these documents.

4.7 Specific Sampling Equipment Quality Assurance Techniques

All equipment used to collect ground water samples shall be cleaned as outlined in the SESD Operating Procedure for Field Equipment Cleaning and Decontamination

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(SESDPROC-205) or SESD Operating Procedure for Field Equipment Cleaning and Decontamination at the FEC (SESDPROC-206) and repaired, if necessary, before being stored at the conclusion of field studies. Cleaning procedures utilized in the field or field repairs shall be thoroughly documented in field records.

4.8 Auxiliary Data Collection

During ground water sample collection, it is important to record a variety of ground water related data. Included in the category of auxiliary data are water levels measured according to the SESD Operating Procedure for Groundwater Level and Well Depth Measurement (SESDPROC-105), well volume determinations (Section 3.1.1, Purging and Purge Adequacy), pumping rates during purging (see below), and occasionally, drillers or boring logs. This information should be documented in the field records.

4.8.1 Well Pumping Rate - Bucket/Stop Watch Method

The pumping rate for a pump can be determined by collecting the discharge from the pump in a bucket of known volume and timing how long it takes to fill the bucket. The pumping rate should be in gallons per minute. This method shall be used primarily with pumps with a constant pump rate, such as gasoline-powered or electric submersible pumps. Care should be taken when using this method with some battery-powered pumps. As the batteries' charge decreases, the pump rate also decreases so that pumping rate calculations using initial, high pump rates may be erroneously high. If this method is used with battery-powered pumps, the rate should be re-checked frequently to ensure accuracy of the pumping rate calculations.





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GROUNDWATER SAMPLE COLLECTION

Rev. #: 1

Rev Date: 7/8/11

Standard Operating Procedure: Groundwater Sample Collection

I. Introduction

Groundwater samples will be collected using the low-flow (minimal drawdown) technique (Puls and Barcelona 1996) for newly installed monitoring wells. The use of low-flow purging and sampling will minimize the stresses (pressure gradients, drawdown, heating, and turbulence) associated with more conventional purging techniques, reduce mixing of stagnant casing water with formation water, and facilitate the direct withdrawal of groundwater from the formation surrounding the well screen.

No monitoring wells will be sampled until well development has been performed, and sampling will be conducted no sooner than 24 hours following well development. Any synoptic water level measurement events will be completed under static groundwater conditions, prior to the initiation of purging and sampling activities. When one round of water levels is taken to generate water elevation data, the water levels will be taken prior to sampling or other activities.

II. Materials

The following materials, as required, shall be available during groundwater sampling:

- Peristaltic or bladder pump for purging and sampling;
- Sample tubing;
- Power source (i.e., generator);
- Photoionization detector (PID);
- Appropriate health and safety equipment as specified in the Health and Safety Plan (HASP);
- Plastic sheeting (for each sampling location);
- Five-gallon buckets for temporary containment of purge water;
- Dedicated or disposable bailers;
- Field filters (if necessary);
- New disposable polypropylene rope;
- Clear glass or plastic measuring cup graduated in milliliters;
- Buckets to measure purge water;
- Water level probe;

- Portable electronic meter(s) capable of measuring pH, conductivity, temperature, dissolved oxygen (DO), oxidation-reduction potential (ORP), salinity, and/or turbidity;
- Flow-through cell to be used in the measurement of field parameters;
- Appropriate water sample containers;
- Appropriate blanks (trip blank supplied by the laboratory);
- Appropriate transport containers (coolers) with ice and appropriate labeling, packing, and shipping materials;
- Groundwater sampling logs;
- Chain-of-custody forms;
- Indelible ink pens;
- Site map with well locations and groundwater contours maps; and
- Keys to wells.

III. Procedures

Monitoring well sampling procedures are as follows:

- A. Ensure the appropriate equipment has been acquired.
- B. Use safety equipment, as required in the HASP.
- C. Prior to sampling any monitoring well, collect depth-to-water and PID headspace screening measurements from all Site monitoring wells as follows:
 - 1. Measure and record the background PID reading.
 - 2. Unlock and open the well cover while standing upwind of the well.
 - 3. Remove and replace rusted or broken well caps and locks as necessary.
 - 4. Obtain and record depth-to-water and total well depth measurements using an electronic water level indicator (sounder); depths will be measured and recorded to the nearest 0.01 foot.
 - 5. Clean the water level indicator after each use.
- D. Determine a well sampling order, generally from historically least to historically most impacted, or if the wells are being sampled for the first time, use or distance from the source area to gauge the relative levels of impact at the various monitoring wells.



- E. Begin purging and sampling activities. Identify the site and well being sampled in the field log, along with date, arrival time, and weather conditions. Identify the personnel and equipment utilized and other pertinent data.
- F. Place the plastic sheeting adjacent to the well to use as a clean work area.
- G. Set out on plastic sheeting the decontaminated and/or disposable sampling device and meters.
- H. Label all sample containers with the following information (at a minimum):
 - 1. Site name;
 - 2. Sample location / ID;
 - 3. Date and time of sampling;
 - 4. Analyses requested;
 - 5. Type of preservative (if any); and
 - 6. Initials of sampling personnel.
- I. Pump, safety cable, and tubing will be lowered slowly into the monitoring well to a depth corresponding to the center of the saturated screen section of the well. Any internal combustion power sources should be placed downwind of the monitoring well at a distance sufficient to prevent the migration of engine exhaust into the sampling area.

Measure the water level again with the pump in the monitoring well before starting the pump. Start pumping the well at 200 to 500 milliliters per minute. Ideally, the pump rate should cause little or no water level drawdown in the well. Although a maximum acceptable drawdown of 0.3 foot is commonly used, the acceptable level of drawdown will be determined in the field on a Site-specific and well-specific basis. In general, for wells screened below the water table, drawdown will be acceptable as long as the water level can be stabilized at a constant pumping rate, at a level above the top of the well screen. For wells screened across the water table, drawdown will be acceptable if the water level can be stabilized at a constant pumping rate, at a level above the intake of the pump. The water level should be monitored every 3 to 5 minutes (or as appropriate) during pumping. Care should be taken not to cause pump suction to be broken or entrainment of air in the sample. Record pumping rate adjustments and depths to water. Pumping rates should, if needed, be reduced to the minimum capabilities of the pump to minimize drawdown.



If minimal draw down cannot be maintained, water should be purged from the well at the minimum sustainable pumping rate. If the indicator parameters do not stabilize before the water level reaches the pump intake, then purging should be interrupted and the water level allowed to recover before groundwater samples are collected.

- J. During monitoring well purging, monitor the field indicator parameters (turbidity, temperature, specific conductance, pH, DO, and ORP every 3 to 5 minutes (or as appropriate) using a portable electronic meter(s). The well is considered stabilized and ready for sample collection as soon as the indicator parameters meeting the following criteria for three consecutive readings (taken over a minimum period of 15 minutes):
1. pH measurements remain stable within 0.1 standard unit;
 2. Specific conductivity varies by no more than 3 percent;
 3. ORP remains stable within 10 millivolts;
 4. DO varies no more than 10 percent; and
 5. A constant non-turbid discharge (<10 nephelometric turbidity units) is achieved, or turbidity over three consecutive readings varies no more than 10 percent.

Measurements for DO and ORP must be obtained using a flow-through cell; however, other parameters may be taken in a clean container such as a glass beaker if individual meters are being used to obtain the field parameter measurements.

- K. When conventional volumetric purging is used, an attempt should be made to purge at least three but no greater than five well volumes of water prior to sampling. Monitoring of field parameters should be conducted at a frequency of at least one measurement per well volume. If three well volumes cannot be removed before the water level reaches the pump intake, then the purging should be interrupted and the well water level allowed to recover (at least 75 percent) prior to sample collection. Sampling should be conducted as soon as possible (no longer than 24 hours) after cessation of purging.
- L. After purging has been completed, obtain the groundwater sample needed for analysis directly from the sampling device in the appropriate container and tightly screw on the caps. If samples are to be field-filtered, connect field-filter sampling device. Allow approximately three sample volumes to flow through the filter before collecting the groundwater sample.
- M. Make sure that all samples are labeled as indicated in the Field Sampling Plan. Secure the samples with packing material and store at 4 degrees Celsius on wet ice in an insulated transport container provided by the laboratory.



- N. After all sampling containers have been filled, collect an additional, post-sampling set of field parameter measurements, and record these measurements along with the color, appearance, and odor of the sample on the field log.
- O. Record the time sampling procedures were completed on the field logs.
- P. Place all disposable sampling materials (plastic sheeting, disposable bailers, and health and safety equipment) in appropriately labeled containers. Go to the next well and repeat Step E through Step P until all wells are sampled.
- Q. Complete the procedures for packaging, shipping, and handling with associated chain-of-custody forms.

IV. References

Puls, R.W., and M.J. Barcelona. 1996. Low-Flow (Minimal Drawdown) Ground-water Sampling Procedures, EPA/540/S-95/504.







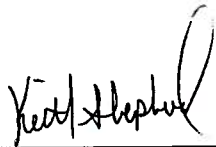
Field Equipment Decontamination

Rev. #: 3


Rev Date: April 26, 2010



Approval Signatures

Prepared by: 
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Date: 4/26/2010

Reviewed by: 
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Date: 4/26/2010

I. Scope and Application

Equipment decontamination is performed to ensure that sampling equipment that contacts a sample, or monitoring equipment that is brought into contact with environmental media to be sampled, is free from analytes of interest and/or constituents that would interfere with laboratory analysis for analytes of interest. Equipment must be cleaned prior to use for sampling or contact with environmental media to be sampled, and prior to shipment or storage. The effectiveness of the decontamination procedure should be verified by collecting and analyzing equipment blank samples.

The equipment cleaning procedures described herein includes pre-field, in the field, and post-field cleaning of sampling tools which will be conducted at an established equipment decontamination area (EDA) on site (as appropriate). Equipment that may require decontamination at a given site includes: soil sampling tools; groundwater, sediment, and surface-water sampling devices; water testing instruments; down-hole instruments; and other activity-specific sampling equipment. Non-disposable equipment will be cleaned before collecting each sample, between sampling events, and prior to leaving the site. Cleaning procedures for sampling equipment will be monitored by collecting equipment blank samples as specified in the applicable work plan or field sampling plan. Dedicated and/or disposable (not to be re-used) sampling equipment will not require decontamination.

II. Personnel Qualifications

ARCADIS field sampling personnel will have current health and safety training, including 40-hour HAZWOPER training, site supervisor training, and site-specific training, as needed. In addition, ARCADIS field sampling personnel will be versed in the relevant SOPs and possess the skills and experience necessary to successfully complete the desired fieldwork. The project HASP and other documents will identify any other training requirements such as site specific safety training or access control requirements.

III. Equipment List

- health and safety equipment, as required in the site Health and Safety Plan (HASP)
- distilled water

- Non-phosphate detergent such as Alconox or, if sampling for phosphorus phosphorus-containing compounds, Luminol (or equivalent).
- tap water
- rinsate collection plastic containers
- DOT-approved waste shipping container(s), as specified in the work plan or field sampling plan (if decontamination waste is to be shipped for disposal)
- brushes
- large heavy-duty garbage bags
- spray bottles
- (Optional) – Isopropyl alcohol (free of ketones) or methanol
- Ziploc-type bags
- plastic sheeting

IV. Cautions

Rinse equipment thoroughly and allow the equipment to dry before re-use or storage to prevent introducing solvent into sample medium. If manual drying of equipment is required, use clean lint-free material to wipe the equipment dry.

Store decontaminated equipment in a clean, dry environment. Do not store near combustion engine exhausts.

If equipment is damaged to the extent that decontamination is uncertain due to cracks or dents, the equipment should not be used and should be discarded or submitted for repair prior to use for sample collection.

A proper shipping determination will be performed by a DOT-trained individual for cleaning materials shipped by ARCADIS.

V. Health and Safety Considerations

Review the material safety data sheets (MSDS) for the cleaning materials used in decontamination. If solvent is used during decontamination, work in a well-ventilated area and stand upwind while applying solvent to equipment. Apply solvent in a manner that minimizes potential for exposure to workers. Follow health and safety procedures outlined in the HASP.

VI. Procedure

A designated area will be established to clean sampling equipment in the field prior to sample collection. Equipment cleaning areas will be set up within or adjacent to the specific work area, but not at a location exposed to combustion engine exhaust. Detergent solutions will be prepared in clean containers for use in equipment decontamination.

Cleaning Sampling Equipment

1. Wash the equipment/pump with potable water.
2. Wash with detergent solution (Alconox, Liquinox or equivalent) to remove all visible particulate matter and any residual oils or grease.
3. If equipment is very dirty, precleaning with a brush and tap water may be necessary.
4. (Optional) – Flush with isopropyl alcohol (free of ketones) or with methanol. This step is optional but should be considered when sampling in highly impacted media such as non-aqueous phase liquids or if equipment blanks from previous sampling events showed the potential for cross contamination of organics.
5. Rinse with distilled/deionized water.

Decontaminating Submersible Pumps

Submersible pumps may be used during well development, groundwater sampling, or other investigative activities. The pumps will be cleaned and flushed before and between uses. This cleaning process will consist of an external detergent solution wash and tap water rinse, a flush of detergent solution through the pump, followed

by a flush of potable water through the pump. Flushing will be accomplished by using an appropriate container filled with detergent solution and another contained filled with potable water. The pump will run long enough to effectively flush the pump housing and hose (unless new, disposable hose is used). Caution should be exercised to avoid contact with the pump casing and water in the container while the pump is running (do not use metal drums or garbage cans) to avoid electric shock. Disconnect the pump from the power source before handling. The pump and hose should be placed on or in clean polyethylene sheeting to avoid contact with the ground surface.

VII. Waste Management

Equipment decontamination rinsate will be managed in conjunction with all other waste produced during the field sampling effort. Waste management procedures are outlined in the work plan or Waste Management Plan (WMP).

VIII. Data Recording and Management

Equipment cleaning and decontamination will be noted in the field notebook. Information will include the type of equipment cleaned, the decontamination location and any deviations from this SOP. Specific factors that should be noted include solvent used (if any), and source of water.

Any unusual field conditions should be noted if there is potential to impact the efficiency of the decontamination or subsequent sample collection.

An inventory of the solvents brought on site and used and removed from the site will be maintained in the files. Records will be maintained for any solvents used in decontamination, including lot number and expiration date.

Containers with decontamination fluids will be labeled.

IX. Quality Assurance

Equipment blanks should be collected to verify that the decontamination procedures are effective in minimizing potential for cross contamination. The equipment blank is prepared by pouring deionized water over the clean and dry tools and collecting the deionized water into appropriate sample containers. Equipment blanks should be analyzed for the same set of parameters that are performed on the field samples collected with the equipment that was cleaned. Equipment blanks are collected per equipment set, which represents all of the tools needed to collect a specific sample.

X. References

USEPA Region 9, Field Sampling Guidance #1230, Sampling Equipment Decontamination.

USEPA Region 1, Low Stress (low flow) Purging and Sampling Procedure for the Collection of Groundwater Samples from Monitoring Wells.





Appendix L

Monitor Well Installation Standard
Operating Procedures



MONITOR WELL INSTALLATION PROCEDURES

Rev. #: 1

Rev Date: 7/8/11

Pre-packed Screen Monitoring Well Installation Procedures

Prior to commencing work, all underground utilities will be located by the Mississippi One Call Center, by field personnel with appropriate devices, and/or by a private utility locator. Also, consistent with ARCADIS subsurface drilling policies, soil probing will be attempted to feet below ground surface at or adjacent to the intended locations where drilling/soil borings will take place.

Direct-push drilling is the preferred technique for subsurface sampling because it minimizes the generation of soil cuttings and the introduction of foreign fluids into the probehole. Direct-push techniques are also known to cause less disturbance to the natural formations. A pre-packed screen is an assembly consisting of an inner slotted screen surrounded by a wire mesh sleeve that acts as a support for filter media. Because the filter media is placed around the screen at the surface, pre-packed screens allow more control over the filter pack grain size and eliminate bridging of the filter media. Use of pre-packed screens may make it possible to use finer grained filter pack sand than is used for conventional well filter pack, providing less turbid samples.

I. Temporary Monitoring Well Installation using Pre-Packed Screens

The prepacked screens are constructed in 3- to 5-foot length sections, which have an outside diameter of about 1.5 to 2.0 inches and an inside diameter of 0.75 to 1.0 inch. The screen length will be determined in the field, but will not exceed 10 feet in length. The inner component of the prepacked screens consists of a flush-threaded, 0.5-inch Schedule 40 polyvinyl chloride (PVC) with 0.01-inch slots. The outer component of the screen is stainless steel wire mesh with a pore size of 0.011 inch. The space between the inner slotted pipe and outer wire mesh is filled with 20/40 silica sand.

The specific procedure for installing direct-push pre-packed screen monitoring wells is as follows. Equivalent pre-packed screen materials can also be used.

- The installation begins by advancing a 2.25-inch outside diameter probe rods to depth with a direct-push machine.
- Pre-packed screens are then assembled and installed through the 1.5-inch inside diameter of the probe rods using corresponding 0.75-inch Schedule 40 PVC riser.
- The pre-pack tool string is attached to an expendable anchor point with a locking connector that is threaded to the bottom of the leading screen. Once the connector is locked onto the anchor point, the rod string is slowly retracted until the lower end of the

rods is approximately 3 feet above the top prepack. A threaded bottom plug with an expendable point is another way to set the well.

- A minimum 2-foot sand barrier will be installed above the top prepack to avoid contaminating the well screens with bentonite or cement during installation (if the wells are converted to permanent wells). If the formation is stable and does not collapse around the riser as the rod string is retracted, environmental grade 20/40 mesh sand may be installed through the probe rods to provide the minimum 2-foot barrier.

Groundwater samples can be collected with a check valve assembly (with 3/8-inch outside diameter poly tubing), a stainless steel mini-bailer assembly, or a peristaltic pump when appropriate. Groundwater samples collected using pre-packed screens should be considered screening-level data, suitable for obtaining a general understanding of groundwater quality.

II. Conversion of Temporary to Permanent Monitoring Wells

The following steps may be followed to convert a temporary well to a permanent well:

- Granular bentonite or bentonite slurry will be installed in the annulus to form a well seal. A high-pressure grout pump may be used as a tremie cement/bentonite slurry to fill the well annulus.
- The grout mixture should be installed with a tremie tube from the bottom up to accomplish a tight seal without voids.
- These wells will be allowed to equilibrate overnight and groundwater measurements will be collected to determine groundwater flow direction.

Wells will be completed with a flush-mount (curb box) cover when installed in areas exposed to vehicle access or in residential areas. In areas not exposed to vehicle access, a vented protective steel casing will be located over the riser casing extending at least 1.5 feet below grade and 2 to 3 feet above grade secured by a neat concrete seal. The concrete seal will be flush with the ground surface and will extend approximately 1.5 feet below grade and laterally at least 1 foot in all directions from the protective casing and will slope gently to drain water away from the well. Monitoring wells will be labeled with the appropriate designation both on the inner and outer well casings.

The supervising geologist will specify the monitoring well designs to the drilling contractor before installation.



The supervising geologist is responsible for recording the exact construction details as relayed by the drilling contractor and actual measurements. Both the supervising geologist and drilling contractor are responsible for tabulating all materials used, such as casing footage and screen or bags of bentonite, cement, and sand.

III. Conversion of Temporary to Double-Cased Permanent Monitoring Wells

Double-cased monitoring wells will be installed to assess groundwater where the borings penetrate soil and/or groundwater zones potentially containing elevated levels of constituents of interest. An outer casing will be used to minimize the potential for the drilling process to draw or carry contamination down. Hollow-stem auger drilling methods or a direct push drill rig with the ability to advance a longer isolation casing will be used to install the wells.

The specific procedure for installing double-cased direct push monitoring wells is as follows. Equivalent direct-push techniques can also be used.

- The borehole for the outer casing will be advanced with a large-diameter hollow-stem auger or direct-push device to the required depth. Soil will be continuously sampled using a 2-inch diameter split-spoon sampler and visually classified by the supervising scientist.
- Then, a large-diameter PVC outer casing will be installed through the hollow-stem augers or direct-push device. To complete the installation, the outer casing will be hydraulically pushed approximately 1 foot beyond the bottom of the boring. The annular space of the borehole will then be filled with a cement/bentonite grout mixture using a tremie pipe installed to the bottom of the borehole.
- The cement/bentonite grout in the annulus will be allowed to cure for at least 24 hours before the boring is advanced.
- After the grout has cured for a minimum of 24 hours, the boring will be advanced through the outer casing using a smaller-diameter hollow-stem auger or direct-push device to the required depth.
- During advancement of the boring, soil will be continuously sampled with a 2-inch diameter split-spoon sampler, or 4-foot Macrocore sampler, and will be visually classified by the supervising scientist.

The direct-push well will be installed in accordance with the procedures described in Section I.



Wells will be completed with a flush-mount (curb box) cover when installed in areas exposed to vehicle access or in residential areas. In areas not exposed to vehicle access, a vented protective steel casing will be located over the riser casing extending at least 1.5 feet below grade and 2 to 3 feet above grade secured by a neat concrete seal. The concrete seal will be flush with the ground surface and will extend approximately 1.5 feet below grade and laterally at least 1 foot in all directions from the protective casing and will slope gently to drain water away from the well. Monitoring wells will be labeled with the appropriate designation on the outer well casing.

The supervising geologist will specify the monitoring well designs to the drilling contractor before installation.

The supervising geologist is responsible for recording the exact construction details as relayed by the drilling contractor and actual measurements. Both the supervising geologist and drilling contractor are responsible for tabulating all materials used, such as casing footage and screen or bags of bentonite, cement, and sand.

IV. Development

Development will not be performed within 24 hours of the monitoring well installation. Development will be accomplished by surging and evacuating water by slow pumping. As an alternative to surging and pumping, shallow overburden wells may be developed by using a new, disposable hand bailer to entrain the water and fine-grained solids in and around the well screen and remove these materials. Each well will be developed until turbidity is reduced to 10 nephelometric turbidity units (NTUs) or less. In the event that the wells cannot be developed to 10 NTUs, development will proceed until three consecutive measurements of pH, conductivity, and temperature (taken at 5-minute intervals) agree within 10 percent.

Materials for well development include:

- Appropriate health and safety equipment;
- Appropriate cleaning equipment;
- Bottom-loading bailer;
- Polypropylene rope;
- Plastic sheeting;
- pH, conductivity, and temperature meters;
- Nephelometric turbidity meter;



- Graduated buckets;
- Disposable gloves;
- Drums to collect purge fluids;
- Pump/tubing/foot valve/surge block; and
- Generator.

The procedure for developing a well using the pumping method is outlined below:

When developing a well using the pumping method, new cleaned polypropylene tubing equipped with a foot valve and surge block will be extended to the screened portion of the well. The diameter of the surge block will be within 0.5 inch of the well diameter. The tubing will be connected to a hydrolift-type pumping system that allows up and down movement of the surge block. The tubing will also be manually lifted and lowered within the screened interval. The pumping rate will be about two times the anticipated well purging rate. Surging will be repeated as many times as necessary within the well screen interval until the groundwater is relatively clear. Any tubing will be disposed of between wells; clean, new tubing will be used at each well.

Detailed procedures for groundwater well development are as follows:

1. Use appropriate safety equipment.
2. All equipment entering each monitoring well will be cleaned as specified in Attachment 10.
3. Attach appropriate pump and lower tubing into well.
4. Turn on pump. If well runs dry, shut off pump and allow to recover.
5. Surging by raising and lowering the tubing in the well will be performed several times to pull in fine-grained materials.
6. Steps 4 and 5 will be repeated until groundwater is relatively silt free.
7. Step 6 will be repeated until entire well screen has been developed.

V. Survey





A field survey control program will be conducted using standard instrument survey techniques to document the well location, as well as the ground, inner casing, and outer casing elevations, to the North American Vertical Datum of 1988.

VI. Equipment Cleaning

Downhole equipment will be cleaned with high-pressure steam cleaning equipment using a tap water source. Downhole equipment will be cleaned prior to use on the Site, between each monitoring well location, and at the completion of the drilling prior to leaving the Site as discussed in Attachment 12.



Traditional Groundwater Monitoring Well Installation and Development Procedures

Prior to commencing work, all underground utilities will be located by the Mississippi One Call Center, by field personnel with appropriate devices, and/or by a private utility locator. Also, consistent with best management practices, soil probing will be attempted to 5 feet below ground surface at or adjacent to the intended locations where drilling/soil borings will take place.

I. Monitoring Wells in Overburden

Monitoring wells will be installed by placing the screen and casing assembly with bottom cap into the auger string once the screen interval has been selected. At that time, a washed silica sand pack will be placed in the annular space opposite the screen to 1 to 2 feet above the top of the screen. A graded filter sand pack appropriate to the size of the screened soil interval will be used. The upper 0.5 foot of the sand pack will consist of #00 morie sand to impede bentonite infiltrating into the sand pack. Hydrated bentonite will be added to the annulus between the casing and the borehole wall for at least 2 feet. A cement/bentonite grout will then be added above the bentonite during the extraction of the augers to ground surface. For each 94-pound bag of cement, 6 to 7 gallons of water and approximately 7 pounds of granular or powdered bentonite will be added to make the grout mixture. During placement of sand and bentonite, frequent measurements will be made to check the height of the sand pack and thickness of bentonite by a weighted tape measure.

Monitoring wells will be constructed of 2-inch polyvinyl chloride well screen and riser. The well screen will be installed from approximately 2 feet above the water table to just above the anticipated aquitard depth with a maximum screen length of 15 feet. During advancement of the boring, soil will be continuously sampled with a 2-inch diameter split-spoon sampler, or 4-foot Macrocore sampler, and will be visually classified by the supervising scientist.

Wells will be completed with a flush-mount (curb box) cover when installed in areas exposed to vehicle access or in residential areas. In areas not exposed to vehicle access, a vented protective steel casing will be located over the riser casing extending at least 1.5 feet below grade and 2 to 3 feet above grade secured by a neat concrete seal. The concrete seal will be flush with the ground surface and will extend approximately 1.5 feet below grade and laterally at least 1 foot in all directions from the protective casing and will slope gently to drain water away from the well. Monitoring wells will be labeled with the appropriate designation both on the inner and outer well casings. A typical overburden monitoring well detail is shown on Figures 5-1 and 5-2.

The supervising geologist will specify the monitoring well designs to the drilling contractor before installation.

The supervising geologist is responsible for recording the exact construction details as relayed by the drilling contractor and actual measurements. Both the supervising geologist and drilling contractor are responsible for tabulating all materials used, such as casing footage and screen or bags of bentonite, cement, and sand.

II. Development

All monitoring wells will be developed of fine-grained materials that may have collected in the sand filter pack placed around the screen during installation. Development will not be performed within 24 hours of the monitoring well installation of protective casing and concrete pad. Development will be accomplished by surging and evacuating water by slow pumping. As an alternative to surging and pumping, shallow overburden wells may be developed by using a new, disposable hand bailer to entrain the water and fine-grained solids in and around the well screen and remove these materials. Each well will be developed until turbidity is reduced to 10 nephelometric turbidity units (NTUs) or less. In the event that the wells cannot be developed to 10 NTUs, development will proceed until three consecutive measurements of pH, conductivity, and temperature (taken at 5-minute intervals) agree within 10 percent.

Materials for well development include:

- Appropriate health and safety equipment;
- Appropriate cleaning equipment;
- Bottom-loading bailer;
- Polypropylene rope;
- Plastic sheeting;
- pH, conductivity, and temperature meters;
- Nephelometric turbidity meter;
- Graduated buckets;
- Disposable gloves;
- Drums to collect purge fluids;
- Pump/tubing/foot valve/surge block; and
- Generator.

The procedure for developing a well using the pumping method is outlined below:

When developing a well using the pumping method, new cleaned polypropylene tubing equipped with a foot valve and surge block will be extended to the screened portion of the well. The diameter of the surge block will be within 0.5 inch of the well diameter. The tubing will be connected to a hydrolift-type pumping system that allows up and down movement of the surge block. The tubing will also be manually lifted and lowered within the screened interval. The pumping rate will be about two times the anticipated well purging rate. Surging will be repeated as many times as necessary within the well screen interval until the groundwater is relatively clear. Any tubing will be disposed of between wells; clean, new tubing will be used at each well.

Detailed procedures for groundwater well development are as follows:

1. Use appropriate safety equipment.
2. All equipment entering each monitoring well will be cleaned as specified in Attachment 12.
3. Attach appropriate pump and lower tubing into well.
4. Turn on pump. If well runs dry, shut off pump and allow to recover.
5. Surging by raising and lowering the tubing in the well will be performed several times to pull in fine-grained materials.
6. Steps 4 and 5 will be repeated until groundwater is relatively silt free.
7. Step 6 will be repeated until entire well screen has been developed.



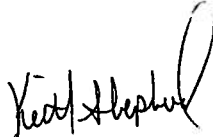
Field Equipment Decontamination

Rev. #: 3

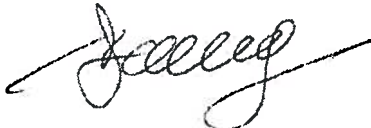
Rev Date: April 26, 2010



Approval Signatures

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Date: 4/26/2010

Reviewed by: 
Richard Murphy (Technical Expert)

Date: 4/26/2010

I. Scope and Application

Equipment decontamination is performed to ensure that sampling equipment that contacts a sample, or monitoring equipment that is brought into contact with environmental media to be sampled, is free from analytes of interest and/or constituents that would interfere with laboratory analysis for analytes of interest. Equipment must be cleaned prior to use for sampling or contact with environmental media to be sampled, and prior to shipment or storage. The effectiveness of the decontamination procedure should be verified by collecting and analyzing equipment blank samples.

The equipment cleaning procedures described herein includes pre-field, in the field, and post-field cleaning of sampling tools which will be conducted at an established equipment decontamination area (EDA) on site (as appropriate). Equipment that may require decontamination at a given site includes: soil sampling tools; groundwater, sediment, and surface-water sampling devices; water testing instruments; down-hole instruments; and other activity-specific sampling equipment. Non-disposable equipment will be cleaned before collecting each sample, between sampling events, and prior to leaving the site. Cleaning procedures for sampling equipment will be monitored by collecting equipment blank samples as specified in the applicable work plan or field sampling plan. Dedicated and/or disposable (not to be re-used) sampling equipment will not require decontamination.

II. Personnel Qualifications

ARCADIS field sampling personnel will have current health and safety training, including 40-hour HAZWOPER training, site supervisor training, and site-specific training, as needed. In addition, ARCADIS field sampling personnel will be versed in the relevant SOPs and possess the skills and experience necessary to successfully complete the desired fieldwork. The project HASP and other documents will identify any other training requirements such as site specific safety training or access control requirements.

III. Equipment List

- health and safety equipment, as required in the site Health and Safety Plan (HASP)
- distilled water

- Non-phosphate detergent such as Alconox or, if sampling for phosphorus phosphorus-containing compounds, Luminox (or equivalent).
- tap water
- rinsate collection plastic containers
- DOT-approved waste shipping container(s), as specified in the work plan or field sampling plan (if decontamination waste is to be shipped for disposal)
- brushes
- large heavy-duty garbage bags
- spray bottles
- (Optional) – Isoprophyl alcohol (free of ketones) or methanol
- Ziploc-type bags
- plastic sheeting

IV. Cautions

Rinse equipment thoroughly and allow the equipment to dry before re-use or storage to prevent introducing solvent into sample medium. If manual drying of equipment is required, use clean lint-free material to wipe the equipment dry.

Store decontaminated equipment in a clean, dry environment. Do not store near combustion engine exhausts.

If equipment is damaged to the extent that decontamination is uncertain due to cracks or dents, the equipment should not be used and should be discarded or submitted for repair prior to use for sample collection.

A proper shipping determination will be performed by a DOT-trained individual for cleaning materials shipped by ARCADIS.

V. Health and Safety Considerations

Review the material safety data sheets (MSDS) for the cleaning materials used in decontamination. If solvent is used during decontamination, work in a well-ventilated area and stand upwind while applying solvent to equipment. Apply solvent in a manner that minimizes potential for exposure to workers. Follow health and safety procedures outlined in the HASP.

VI. Procedure

A designated area will be established to clean sampling equipment in the field prior to sample collection. Equipment cleaning areas will be set up within or adjacent to the specific work area, but not at a location exposed to combustion engine exhaust. Detergent solutions will be prepared in clean containers for use in equipment decontamination.

Cleaning Sampling Equipment

1. Wash the equipment/pump with potable water.
2. Wash with detergent solution (Alconox, Liquinox or equivalent) to remove all visible particulate matter and any residual oils or grease.
3. If equipment is very dirty, precleaning with a brush and tap water may be necessary.
4. (Optional) – Flush with isopropyl alcohol (free of ketones) or with methanol. This step is optional but should be considered when sampling in highly impacted media such as non-aqueous phase liquids or if equipment blanks from previous sampling events showed the potential for cross contamination of organics.
5. Rinse with distilled/deionized water.

Decontaminating Submersible Pumps

Submersible pumps may be used during well development, groundwater sampling, or other investigative activities. The pumps will be cleaned and flushed before and between uses. This cleaning process will consist of an external detergent solution wash and tap water rinse, a flush of detergent solution through the pump, followed

by a flush of potable water through the pump. Flushing will be accomplished by using an appropriate container filled with detergent solution and another contained filled with potable water. The pump will run long enough to effectively flush the pump housing and hose (unless new, disposable hose is used). Caution should be exercised to avoid contact with the pump casing and water in the container while the pump is running (do not use metal drums or garbage cans) to avoid electric shock. Disconnect the pump from the power source before handling. The pump and hose should be placed on or in clean polyethylene sheeting to avoid contact with the ground surface.

VII. Waste Management

Equipment decontamination rinsate will be managed in conjunction with all other waste produced during the field sampling effort. Waste management procedures are outlined in the work plan or Waste Management Plan (WMP).

VIII. Data Recording and Management

Equipment cleaning and decontamination will be noted in the field notebook. Information will include the type of equipment cleaned, the decontamination location and any deviations from this SOP. Specific factors that should be noted include solvent used (if any), and source of water.

Any unusual field conditions should be noted if there is potential to impact the efficiency of the decontamination or subsequent sample collection.

An inventory of the solvents brought on site and used and removed from the site will be maintained in the files. Records will be maintained for any solvents used in decontamination, including lot number and expiration date.

Containers with decontamination fluids will be labeled.

IX. Quality Assurance

Equipment blanks should be collected to verify that the decontamination procedures are effective in minimizing potential for cross contamination. The equipment blank is prepared by pouring deionized water over the clean and dry tools and collecting the deionized water into appropriate sample containers. Equipment blanks should be analyzed for the same set of parameters that are performed on the field samples collected with the equipment that was cleaned. Equipment blanks are collected per equipment set, which represents all of the tools needed to collect a specific sample.



X. References

USEPA Region 9, Field Sampling Guidance #1230, Sampling Equipment Decontamination.

USEPA Region 1, Low Stress (low flow) Purging and Sampling Procedure for the Collection of Groundwater Samples from Monitoring Wells.







Appendix M

Soil Sampling Procedures



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**Region 4
U.S. Environmental Protection Agency
Science and Ecosystem Support Division
Athens, Georgia**

OPERATING PROCEDURE

Title: Soil Sampling

Effective Date: November 1, 2007

Number: SESDPROC-300-R1

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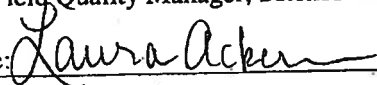
Signature:  **Date:** 11/2/07

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Revision History

This table shows changes to this controlled document over time. The most recent version is presented in the top row of the table. Previous versions of the document are maintained by the SESD Field Quality Manager.

History	Effective Date
<p>SESDPROC-300-R1, <i>Soil Sampling</i>, replaces SESDPROC-300-R0.</p> <p>General Corrected any typographical, grammatical and/or editorial errors.</p> <p>Title Page Changed title for Antonio Quinones from Environmental Investigations Branch to Enforcement and Investigations Branch.</p> <p>Section 1.3 Updated information to reflect that the procedure is located on the H: drive of the LAN. Clarified Field Quality Manager (FQM) responsibilities.</p> <p>Section 1.4 Updated referenced operating procedures due to changes in title names. Alphabetized and revised the referencing style for consistency.</p> <p>Section 1.5.1 Corrected the title of the Safety, Health, and Environmental Management Program Procedures and Policy Manual.</p> <p>Section 1.5.2, 4th bullet Added references to the CFR and IATA's Dangerous Goods Regulations.</p> <p>Section 2.7 Updated referenced operating procedures due to changes in title names.</p>	<p>November 1, 2007</p>
<p>SESDPROC-300-R0, <i>Soil Sampling</i>, Original Issue</p>	<p>February 05, 2007</p>

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1 General Information

1.1 Purpose

This document describes general and specific procedures, methods and considerations to be used and observed when collecting soil samples for field screening or laboratory analysis.

1.2 Scope/Application

The procedures contained in this document are to be used by field personnel when collecting and handling soil samples in the field. On the occasion that SESD field personnel determine that any of the procedures described in this section are either inappropriate, inadequate or impractical and that another procedure must be used to obtain a soil sample, the variant procedure will be documented in the field log book and subsequent investigation report, along with a description of the circumstances requiring its use.

1.3 Documentation/Verification

This procedure was prepared by persons deemed technically competent by SESD management, based on their knowledge, skills and abilities and have been tested in practice and reviewed in print by a subject matter expert. The official copy of this procedure resides on the H: drive of the SESD local area network. The Field Quality Manager (FQM) is responsible for ensuring the most recent version of the procedure is placed on the H: drive and for maintaining records of review conducted prior to its issuance.

1.4 References

International Air Transport Authority (IATA). Dangerous Goods Regulations, Most Recent Version

SESD Operating Procedure for Sample and Evidence Management, SESDPROC-005, Most Recent Version

SESD Operating Procedure for Logbooks, SESDPROC-010, Most Recent Version

SESD Operating Procedure for Field Sampling Quality Control, SESDPROC-011, Most Recent Version

SESD Operating Procedure for Field X-Ray Fluorescence (XRF) Measurement, SESDPROC-107, Most Recent Version

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SESD Operating Procedure for Equipment Inventory and Management, SESDPROC-108, Most Recent Version

SESD Operating Procedure for Field Equipment Cleaning and Decontamination, SESDPROC-205, Most Recent Version

SESD Operating Procedure for Packaging, Marking, Labeling and Shipping of Environmental and Waste Samples, SESDPROC-209, Most Recent Version

Title 49 Code of Federal Regulations, Pts. 171 to 179, Most Recent Version

United States Environmental Protection Agency (US EPA). 1981. "Final Regulation Package for Compliance with DOT Regulations in the Shipment of Environmental Laboratory Samples," Memo from David Weitzman, Work Group Chairman, Office of Occupational Health and Safety (PM-273), April 13, 1981.

US EPA. 2001. Environmental Investigations Standard Operating Procedures and Quality Assurance Manual. Region 4 Science and Ecosystem Support Division (SESD), Athens, GA

US EPA. Analytical Support Branch Laboratory Operations and Quality Assurance Manual. Region 4 SESD, Athens, GA, Most Recent Version

US EPA. Safety, Health and Environmental Management Program Procedures and Policy Manual. Region 4 SESD, Athens, GA, Most Recent Version

1.5 General Precautions

1.5.1 Safety

Proper safety precautions must be observed when collecting soil samples. Refer to the SESD Safety, Health and Environmental Management Program (SHEMP) Procedures and Policy Manual and any pertinent site-specific Health and Safety Plans (HASPs) for guidelines on safety precautions. These guidelines, however, should only be used to complement the judgment of an experienced professional. Address chemicals that pose specific toxicity or safety concerns and follow any other relevant requirements, as appropriate.

1.5.2 Procedural Precautions

The following precautions should be considered when collecting soil samples.

- Special care must be taken not to contaminate samples. This includes storing samples in a secure location to preclude conditions which could

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alter the properties of the sample. Samples shall be custody sealed during long-term storage or shipment.

- Collected samples are in the custody of the sampler or sample custodian until the samples are relinquished to another party.
- If samples are transported by the sampler, they will remain under his/her custody or be secured until they are relinquished.
- Shipped samples shall conform to all U.S. Department of Transportation (DOT) rules of shipment found in Title 49 of the Code of Federal Regulations (49 CFR parts 171 to 179), and/or International Air Transportation Association (IATA) hazardous materials shipping requirements found in the current edition of IATA's Dangerous Goods Regulations.
- Documentation of field sampling is done in a bound logbook.
- Chain-of-custody documents shall be filled out and remain with the samples until custody is relinquished.
- All shipping documents, such as air bills, bills of lading, etc., shall be retained by the project leader in the project files.

2 Special Sampling Considerations

2.1 Soil Samples for Volatile Organic Compounds (VOC) Analysis

If samples are to be analyzed for volatile organic compounds, they should be collected in a manner that minimizes disturbance of the sample. For example, when sampling with a bucket auger, the sample for VOC analysis should be collected directly from the auger bucket (preferred) or from minimally disturbed material immediately after an auger bucket is emptied into the pan. The sample shall be containerized by filling an En Core® Sampler or other Method 5035 compatible container. *Samples for VOC analysis are not homogenized.* Preservatives may be required for some samples with certain variations of Method 5035. Consult the method or the principal analytical chemist to determine if preservatives are necessary.

2.2 Soil Sampling (Method 5035)

The following sampling protocol is recommended for site investigators assessing the extent of volatile organic compounds (VOC's) in soils at a project site. Because of the large number of options available, careful coordination between field and laboratory personnel is needed. The specific sampling containers and sampling tools required will depend upon the detection levels and intended data use. Once this information has been established, selection of the appropriate sampling procedure and preservation method best applicable to the investigation can be made.

2.2.1 Equipment

Soil for VOC analyses may be retrieved using any of the SESD soil sampling methods described in Sections 3 through 8 of this procedure. Once the soil has been obtained, the En Core® Sampler, syringes, stainless steel spatula, standard 2-oz. soil VOC container, or pre-prepared 40 ml vials may be used/required for sub-sampling. The specific sample containers and the sampling tools required will depend upon the data quality objectives established for the site or sampling investigation. The various sub-sampling methods are described below.

2.2.2 Sampling Methodology - Low Concentrations (<200 ug/kg)

When the total VOC concentration in the soil is expected to be less than 200 µg/kg, the samples may be collected directly with the En Core® Sampler or syringe. If using the syringes, the sample must be placed in the sample container (40 ml pre-prepared vial) immediately to reduce volatilization losses. The 40 ml vials should contain 10 ml of organic-free water for an un-preserved sample or approximately 10 ml of organic-free water and a preservative. It is recommended that the 40 ml vials be prepared and weighed by the laboratory (commercial

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sources are available which supply preserved and tared vials). When sampling directly with the En Core® Sampler, the vial must be immediately capped and locked

A soil sample for VOC analysis may also be collected with conventional sampling equipment. A sample collected in this fashion must either be placed in the final sample container (En Core® Sampler or 40 ml pre-prepared vial) immediately or the sample may be immediately placed into an intermediate sample container with no head space. If an intermediate container (usually 2-oz. soil jar) is used, the sample must be transferred to the final sample container (En Core® Sampler or 40 ml pre-prepared vial) as soon as possible, not to exceed 30 minutes.

NOTE: After collection of the sample into either the En Core® Sampler or other container, the sample must immediately be stored in an ice chest and cooled.

Soil samples may be prepared for shipping and analysis as follows:

En Core® Sampler - the sample shall be capped, locked, and secured in a plastic bag.

Syringe - Add about 3.7 cc (approximately 5 grams) of sample material to 40-ml pre-prepared containers. Secure the containers in a plastic bag. Do not use a custody seal on the container; place the custody seal on the plastic bag. Note: When using the syringes, it is important that no air is allowed to become trapped behind the sample prior to extrusion, as this will adversely affect the sample.

Stainless Steel Laboratory Spatulas - Add between 4.5 and 5.5 grams (approximate) of sample material to 40 ml containers. Secure the containers in a plastic bag. Do not use a custody seal on the container; place the custody seal on the plastic bag.

2.2.3 Sampling Methodology - High Concentrations (>200 ug/kg)

Based upon the data quality objectives and the detection level requirements, this high level method may also be used. Specifically, the sample may be packed into a single 2-oz. glass container with a screw cap and septum seal. The sample container must be filled quickly and completely to eliminate head space. Soils/sediments containing high total VOC concentrations may also be collected as described in Section 2.2.2, Sampling Methodology - Low Concentrations, and preserved using 10 ml methanol.

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2.2.4 *Special Techniques and Considerations for Method 5035*

Effervescence

If low concentration samples effervesce from contact with the acid preservative, then either a test for effervescence must be performed prior to sampling, or the investigators must be prepared to collect each sample both preserved or un-preserved as needed, or all samples must be collected unpreserved.

To check for effervescence, collect a test sample and add to a pre-preserved vial. If preservation (acidification) of the sample results in effervescence (rapid formation of bubbles) then preservation by acidification is not acceptable, and the sample must be collected un-preserved.

If effervescence occurs and only pre-preserved sample vials are available, the preservative solution may be placed into an appropriate hazardous waste container and the vials triple rinsed with organic free water. An appropriate amount of organic free water, equal to the amount of preservative solution, should be placed into the vial. The sample may then be collected as an un-preserved sample. Note that the amount of organic free water placed into the vials will have to be accurately measured.

Sample Size

While this method is an improvement over earlier ones, field investigators must be aware of an inherent limitation. Because of the extremely small sample size and the lack of sample mixing, sample representativeness for VOC's may be reduced compared to samples with larger volumes collected for other constituents. The sampling design and objectives of the investigation should take this into consideration.

Holding Times

Sample holding times are specified in the Analytical Support Branch *Laboratory Operations and Quality Assurance Manual* (ASBLOQAM), Most Recent Version. Field investigators should note that the holding time for an un-preserved VOC soil/sediment sample is 48 hours. Arrangements should be made to ship the soil/sediment VOC samples to the laboratory by overnight delivery the day they are collected so the laboratory may preserve and/or analyze the sample within 48 hours of collection.

Percent Moisture

Samplers must ensure that the laboratory has sufficient material to determine percent moisture in the VOC soil/sediment sample to correct the analytical results to dry weight. If other analyses requiring percent moisture determination are

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being performed upon the sample, these results may be used. If not, a separate sample (minimum of 2 oz.) for percent moisture determination will be required. The sample collected for Percent Moisture may also be used by the laboratory to check for preservative compatibility.

Safety

Methanol is a toxic and flammable liquid. Therefore, methanol must be handled with all required safety precautions related to toxic and flammable liquids. Inhalation of methanol vapors must be avoided. Vials should be opened and closed quickly during the sample preservation procedure. Methanol must be handled in a ventilated area. Use protective gloves when handling the methanol vials. Store methanol away from sources of ignition such as extreme heat or open flames. The vials of methanol should be stored in a cooler with ice at all times.

Shipping

Methanol and sodium bisulfate are considered dangerous goods, therefore shipment of samples preserved with these materials by common carrier is regulated by the U.S. Department of Transportation and the International Air Transport Association (IATA). The rules of shipment found in Title 49 of the Code of Federal Regulations (49 CFR parts 171 to 179) and the current edition of the IATA Dangerous Goods Regulations must be followed when shipping methanol and sodium bisulfate. Consult the above documents or the carrier for additional information. Shipment of the quantities of methanol and sodium bisulfate used for sample preservation falls under the exemption for small quantities.

The summary table on the following page lists the options available for compliance with SW846 Method 5035. The advantages and disadvantages are noted for each option. SESD's goal is to minimize the use of hazardous material (methanol and sodium bisulfate) and minimize the generation of hazardous waste during sample collection.

2.3 Dressing Soil Surfaces

Any time a vertical or near vertical surface is sampled, such as achieved when shovels or similar devices are used for subsurface sampling, the surface should be dressed (scraped) to remove smeared soil. This is necessary to minimize the effects of contaminant migration interferences due to smearing of material from other levels.

Table 1: Method 5035 Summary

OPTION	PROCEDURE	ADVANTAGES	DISADVANTAGES
1	Collect 2 - 40 mL vials with ~5 grams of sample and 1 - 2 oz., glass w/septum lid for screening, % moisture and preservative compatibility	Screening conducted by lab	Presently a 48 hour holding time for unpreserved samples Sample containers must be tared
2	Collect 3 En Core® Samplers; and 1- 2 oz., glass w/septum lid for screening, % moisture and preservative compatibility	Lab conducts all preservation/preparation procedures	Presently a 48 hour holding time for preparation of samples
3	Collect 2 - 40 ml vials with 5 grams of sample and preserve w/methanol or sodium bisulfate and 1 - 2-oz., glass w/septum lid for screening, % moisture and preservative compatibility	High level VOC samples may be composited Longer holding time	Hazardous materials used in field Sample containers must be tared
4	Collect 1 - 2-oz., glass w/septum lid for analysis, % moisture and preservative compatibility	Lab conducts all preservation/preparation procedures	May have significant VOC loss

2.4 Special Precautions for Trace Contaminant Soil Sampling

- A clean pair of new, non-powdered, disposable gloves will be worn each time a different sample is collected and the gloves should be donned immediately prior to sampling. The gloves should not come in contact with the media being sampled and should be changed any time during sample collection when their cleanliness is compromised.
- Sample containers for samples suspected of containing high concentrations of contaminants shall be collected, handled and stored separately.
- All background samples shall be segregated from obvious high concentration or waste samples. Sample collection activities shall proceed progressively from the least suspected contaminated area to the most suspected contaminated area if sampling devices are to be reused. Samples of waste or highly contaminated media must not be placed in the same ice chest as environmental (i.e., containing low contaminant levels) or background samples.

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- If possible, one member of the field sampling team should take all the notes and photographs, fill out tags, etc., while the other members collect the samples.
- Samplers must use new, verified certified-clean disposable or non-disposable equipment cleaned according to procedures contained in SESD Operating Procedure for Field Equipment Cleaning and Decontamination (SESDPROC-205), for collection of samples for trace metals or organic compound analyses.

2.5 Sample Homogenization

1. If sub-sampling of the primary sample is to be performed in the laboratory, transfer the entire primary sample directly into an appropriate, labeled sample container(s). Proceed to step 5.
2. If sub-sampling the primary sample in the field or compositing multiple primary samples in the field, place the sample into a glass or stainless steel homogenization container and mix thoroughly. Each aliquot of a composite sample should be of the same approximate volume.
3. All soil samples must be thoroughly mixed to ensure that the sample is as representative as possible of the sample media. ***Samples for VOC analysis are not homogenized.*** The most common method of mixing is referred to as quartering. The quartering procedure should be performed as follows:
 - The material in the sample pan should be divided into quarters and each quarter should be mixed individually.
 - Two quarters should then be mixed to form halves.
 - The two halves should be mixed to form a homogenous matrix.

This procedure should be repeated several times until the sample is adequately mixed. If round bowls are used for sample mixing, adequate mixing is achieved by stirring the material in a circular fashion, reversing direction, and occasionally turning the material over.

4. Place the sample into an appropriate, labeled container(s) by using the alternate shoveling method and secure the cap(s) tightly. The alternate shoveling method involves placing a spoonful of soil in each container in sequence and repeating until the containers are full or the sample volume has been exhausted. Threads on the container and lid should be cleaned to ensure a tight seal when closed.
5. Return any unused sample material back to the auger, drill or push hole from which the sample was collected.

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2.6 Quality Control

If possible, a control sample should be collected from an area not affected by the possible contaminants of concern and submitted with the other samples. This control sample should be collected as close to the sampled area as possible and from the same soil type. Equipment blanks should be collected if equipment is field cleaned and re-used on-site or if necessary to document that low-level contaminants were not introduced by sampling tools. SESD Operating Procedure for Field Sampling Quality Control (SESDPROC-011) contains other procedures that may be applicable to soil sampling investigations.

2.7 Records

Field notes, recorded in a bound field logbook, will be generated, as well as chain-of-custody documentation, as described in the SESD Operating Procedure for Logbooks (SESDPROC-010) and the SESD Operating Procedure for Sample and Evidence Management (SESDPROC-005).

3 Manual Soil Sampling Methods

3.1 General

These methods are used primarily to collect surface and shallow subsurface soil samples. Surface soils are generally classified as soils between the ground surface and 6 to 12 inches below ground surface. The most common interval is 0 to 6 inches, however the data quality objectives of the investigation may dictate another interval, such as 0 to 3 inches for risk assessment purposes. The shallow subsurface interval may be considered to extend from approximately 12-inches below ground surface to a site-specific depth at which sample collection using manual collection methods becomes impractical.

3.2 Spoons

Stainless steel spoons may be used for surface soil sampling to depths of approximately 6-inches below ground surface where conditions are generally soft and non-indurated and there is no problematic vegetative layer to penetrate.

3.2.1 Special Considerations When Using Spoons

- When using stainless steel spoons, consideration must be given to the procedure used to collect the volatile organic compound sample. If the soil being sampled is cohesive and holds its in situ texture in the spoon, the En Core® Sampler or syringe used to collect the sub-sample for Method 5035 should be plugged directly from the spoon. If, however, the soil is not cohesive and crumbles when removed from the ground surface for sampling, consideration should be given to plugging the sample for Method 5035 directly from the ground surface at a depth appropriate for the investigation Data Quality Objectives.
- When compositing, make sure that each composite location (aliquot) consist of equal volumes, i.e., same number of equal spoonfuls.
- If a thick, matted root zone is present at or near the surface, it should be removed before the sample is collected

3.3 Hand Augers

Hand augers may be used to advance boreholes and collect soil samples in the surface and shallow subsurface intervals. Typically, 4-inch stainless steel auger buckets with cutting heads are used. The bucket is advanced by simultaneously pushing and turning using an attached handle.

3.3.1 Surface Soil Sampling

When conducting surface soil sampling with hand augers, the auger buckets may be used with a handle alone or with a handle and extensions. The bucket is

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advanced to the appropriate depth and the contents are transferred to the homogenization container for processing. Observe precautions for volatile organic compound sample collection found in Section 2.2.4, Special Techniques and Considerations for Method 5035.

3.3.2 Subsurface Soil Sampling

Hand augers are the most common equipment used to collect shallow subsurface soil samples. Auger holes are advanced one bucket at a time until the sample depth is achieved. When the sample depth is reached, the bucket used to advance the hole is removed and a clean bucket is attached. The clean auger bucket is then placed in the hole and filled with soil to make up the sample and removed.

The practical depth of investigation using a hand auger depends upon the soil properties and depth of investigation. In sand, augering is usually easily performed, but the depth of collection is limited to the depth at which the sand begins to flow or collapse. Hand augers may also be of limited use in tight clays or cemented sands. In these soil types, the greater the depth attempted, the more difficult it is to recover a sample due to increased friction and torquing of the hand auger extensions. At some point these problems become so severe that power equipment must be used.

3.3.3 Special Considerations for Soil Sampling with the Hand Auger

- Because of the tendency for the auger bucket to scrape material from the sides of the auger hole while being extracted, the top several inches of soil in the auger bucket should be discarded prior to placing the bucket contents in the homogenization container for processing.
- Observe precautions for volatile organic compound sample collection found in Section 2.2.4, Special Techniques and Considerations for Method 5035. Collect the VOC sample directly from the auger bucket, if possible.
- Power augers, such as the Little Beaver®, and drill rigs may be used to advance boreholes to depths for subsurface soil sampling with the hand auger. They may not be used for sample collection. When power augers are used to advance a borehole to depth for sampling, care must be taken that exhaust fumes, gasoline and/or oil do not contaminate the borehole or area in the immediate vicinity of sampling.
- When a new borehole is advanced, the entire hand auger assembly must be replaced with a properly decontaminated hand auger assembly.

4 Direct Push Soil Sampling Methods

4.1 General

These methods are used primarily to collect shallow and deep subsurface soil samples. Three methods are available for use with either the Geoprobe® or the drill rig adapted with a hydraulic hammer. All methods involve the collection and retrieval of the soil sample within a thin-walled liner. The following sections describe each of the specific sampling methods that can be accomplished using direct push techniques, along with details specific to each method.

4.2 Large Bore® Soil Sampler

The Large Bore® (LB) sampler is a solid barrel direct push sampler equipped with a piston-rod point assembly used primarily for collection of depth-discrete subsurface soil samples. The sample barrel is approximately 30-inches (762 mm) long and has a 1.5-inch (38 mm) outside diameter. The LB® sampler is capable of recovering a discrete sample core 22 inches x 1.0 inch (559 mm x 25 mm) contained inside a removable liner. The resultant sample volume is a maximum of 283 ml.

After the LB® sample barrel is equipped with the cutting shoe and liner, the piston-rod point assembly is inserted, along with the drive head and piston stop assembly. The assembled sampler is driven to the desired sampling depth, at which time the piston stop pin is removed, freeing the push point. The LB® sampler is then pushed into the soil a distance equal to the length of the LB® sample barrel. The probe rod string, with the LB® sampler attached, is then removed from the subsurface. After retrieval, the LB® sampler is then removed from the probe rod string. The drive head is then removed to allow removal of the liner and soil sample.

4.3 Macro-Core® Soil Sampler

The Macro-Core® (MC) sampler is a solid barrel direct push sampler equipped with a piston-rod point assembly used primarily for collection of either continuous or depth-discrete subsurface soil samples. Although other lengths are available, the standard MC® sampler has an assembled length of approximately 52 inches (1321 mm) with an outside diameter of 2.2 inches (56 mm). The MC® sampler is capable of recovering a discrete sample core 45 inches x 1.5 inches (1143 mm x 38 mm) contained inside a removable liner. The resultant sample volume is a maximum of 1300 ml. The MC® sampler may be used in either an open-tube or closed-point configuration. Samples collected for chemical analyses must be collected with the closed-point configuration. If used for collection of soil for stratigraphic descriptions, the open-tubed configuration is acceptable.

4.4 Dual Tube Soil Sampling System

The Dual Tube 21 soil sampling system is a direct push system for collecting continuous core samples of unconsolidated materials from within a sealed outer casing of 2.125-inch (54 mm) OD probe rod. The samples are collected within a liner that is threaded onto the leading end of a string of 1.0-inch diameter probe rod. Collected samples have a volume of up to 800 ml in the form of a 1.125-inch x 48-inch (29 mm x 1219 mm) core. Use of this method allows for collection of continuous core inside a cased hole, minimizing or preventing cross-contamination between different intervals during sample collection. The outer casing is advanced, one core length at a time, with only the inner probe rod and core being removed and replaced between samples. If the sampling zone of interest begins at some depth below ground surface, a solid drive tip must be used to drive the dual tube assembly and core to its initial sample depth.

4.5 Special Considerations When Using Direct Push Sampling Methods

- *Liner Use and Material Selection* – Due to the mode of operation, the samples must be collected with a liner. Liners are available in the following materials: stainless steel, brass, cellulose acetate butyrate (CAB), PETG, polyvinyl chloride (PVC) and Teflon®. For the majority of environmental investigations conducted by EIB, either CAB or Teflon® liners are used. If samples are collected for organic compound analyses, Teflon® liners are required. CAB or PVC liners may be used if metals or other inorganic constituents are the object of the investigation.
- *Sample Orientation* – When the liners and associated sample are removed from the sample tubes, it is important to maintain the proper orientation of the sample. This is particularly important when multiple sample depths are collected from the same push. It is also important to maintain proper orientation to define precisely the depth at which an aliquot was collected. Maintaining proper orientation is typically accomplished using vinyl end caps. Convention is to place red caps on the top of the liner and black caps on the bottom to maintain proper sample orientation. Orientation can also be indicated by marking on the exterior of the liner with a permanent marker.
- *Core Catchers* – Occasionally the material being sampled lacks cohesiveness and is subject to crumbling and falling out of the sample liner. In cases such as these, the use of core catchers on the leading end of the sampler may help retain the sample until it is retrieved to the surface. Materials of construction for core catchers must be consistent with the type of liner used, i.e., if stainless steel liners are required, stainless steel core catchers must be used.
- *VOC Sample Collection* - Observe precautions for volatile organic compound sample collection found in Section 2.2.4, Special Techniques and Considerations for Method 5035.

5 Split Spoon/Drill Rig Methods

5.1 General

Split spoon sampling methods are used primarily to collect shallow and deep subsurface soil samples. All split spoon samplers, regardless of size, are basically split cylindrical barrels that are threaded on each end. The leading end is held together with a beveled threaded collar that functions as a cutting shoe. The other end is held together with a threaded collar that serves as the sub used to attach the spoon to the string of drill rod. Two basic methods are available for use, including the smaller diameter standard split spoon, driven with the drill rig safety hammer, and the larger diameter continuous split spoon, advanced inside and slightly ahead of the lead auger during hollow stem auger drilling. The following sections describe each of the specific sampling methods, along with details specific to each method.

5.2 Standard Split Spoon

A drill rig is used to advance a borehole to the target depth. The drill string is then removed and a standard split spoon is attached to a string of drill rod. Split spoons used for soil sampling must be constructed of stainless steel and are typically 2.0-inches OD (1.5-inches ID) and 18-inches to 24-inches in length. Other diameters and lengths are common and may be used if constructed of the proper material. After the spoon is attached to the string of drill rod it is lowered into the borehole. The drill rig safety hammer is then used to drive the split spoon into the soil at the bottom of the borehole. After the split spoon has been driven into the soil, filling the spoon, it is retrieved to the surface, where it is removed from the drill rod string and opened for sample acquisition.

5.3 Continuous Split Spoon

The continuous split spoon is a large diameter split spoon that is advanced into the soil column inside a hollow stem auger. Continuous split spoons are typically 3-inches to 5-inches in diameter and either 5-feet or 10-feet in length, although the 5-foot long samplers are most common. After the auger string has been advanced into the soil column a distance equal to the length of the sampler being used it is returned to the surface. The sampler is removed from inside the hollow stem auger and the threaded collars are removed. The split spoon is then opened for sampling.

5.4 Special Considerations When Using Split Spoon Sampling Methods

- Always discard the top several inches of material in the spoon before removing any portion for sampling. This material normally consists of borehole wall material that has sloughed off of the borehole wall after removal of the drill string prior to and during inserting the split spoon.
- Observe precautions for volatile organic compound sample collection found in Section 2.2.4, Special Techniques and Considerations for Method 5035.

6 Shelby Tube/Thin-Walled Sampling Methods

6.1 General

Shelby tubes, also referred to generically as thin-walled push tubes or Acker thin-walled samplers, are used to collect subsurface soil samples in cohesive soils and clays during drilling activities. In addition to samples for chemical analyses, Shelby tubes are also used to collect relatively undisturbed soil samples for geotechnical analyses, such as hydraulic conductivity and permeability, to support hydrogeologic characterizations at hazardous waste and other sites.

6.2 Shelby Tube Sampling Method

A typical Shelby tube is 30-inches in length and has a 3.0-inch OD (2.875 ID) and may be constructed of steel, stainless steel, galvanized steel, or brass. They also typically are attached to push heads that are constructed with a ball-check to aid in holding the contained sample during retrieval. If used for collecting samples for chemical analyses, it must be constructed of stainless steel. If used for collecting samples for standard geotechnical parameters, any material is acceptable.

To collect a sample, the tube is attached to a string of drill rod and is lowered into the borehole, where the sampler is then pressed into the undisturbed clay or silts by hydraulic force. After retrieval to the surface, the tube containing the sample is then removed from the sampler head. If samples for chemical analyses are needed, the soil contained inside the tube is then removed for sample acquisition. If the sample is collected for geotechnical parameters, the tube is typically capped, maintaining the sample in its relatively undisturbed state, and shipped to the appropriate geotechnical laboratory.

6.3 Special Considerations When Using Split Spoon Sampling Methods

Observe precautions for volatile organic compound sample collection found in Section 2.2.4, Special Techniques and Considerations for Method 5035.

7 Backhoe Sampling Method

7.1 General

Backhoes may be used in the collection of surface and shallow subsurface soil samples. The trenches created by excavation with a backhoe offer the capability of collecting samples from very specific intervals and allow visual correlation with vertically and horizontally adjacent material. If possible, the sample should be collected without entering the trench. Samples may be obtained from the trench wall or they may be obtained directly from the bucket at the surface. The following sections describe various techniques for safely collecting representative soil samples with the aid of a backhoe.

7.2 Scoop and Bracket Method

If a sample interval is targeted from the surface, it can be sampled using a stainless steel scoop and bracket. First a scoop and bracket are affixed to a length of conduit and is lowered into the backhoe pit. The first step is to take the scoop and scrape away the soil comprising the surface of the excavated wall. This material likely represents soil that has been smeared by the backhoe bucket from adjacent material. After the smeared material has been scraped off, the original stainless steel scoop is removed and a clean stainless steel scoop is placed on the bracket. The clean scoop can then be used to remove sufficient volume of soil from the excavation wall to make up the required sample volume.

7.3 Direct-From-Bucket Method

It is also possible to collect soil samples directly from the backhoe bucket at the surface. Some precision with respect to actual depth or location may be lost with this method but if the soil to be sampled is uniquely distinguishable from the adjacent or nearby soils, it may be possible to characterize the material as to location and depth. In order to ensure representativeness, it is also advisable to dress the surface to be sampled by scraping off any smeared material that may cross-contaminate the sample.

7.4 Special Considerations When Sampling with a Backhoe

- Do not physically enter backhoe excavations to collect a sample. Use either procedure 7.2, Scoop and Bracket Method, or procedure 7.3, Direct-From-Bucket Method to obtain soil for sampling.
- Smearing is an important issue when sampling with a backhoe. Measures must be taken, such as dressing the surfaces to be sampled (see Section 2.3), to mitigate problems with smearing.

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- Paint, grease and rust must be removed and the bucket decontaminated prior to sample collection.
- Observe precautions for volatile organic compound sample collection found in Section 2.2.4, Special Techniques and Considerations for Method 5035.





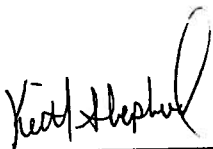
Field Equipment Decontamination

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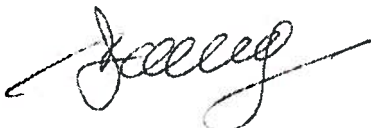
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Date: 4/26/2010

I. Scope and Application

Equipment decontamination is performed to ensure that sampling equipment that contacts a sample, or monitoring equipment that is brought into contact with environmental media to be sampled, is free from analytes of interest and/or constituents that would interfere with laboratory analysis for analytes of interest. Equipment must be cleaned prior to use for sampling or contact with environmental media to be sampled, and prior to shipment or storage. The effectiveness of the decontamination procedure should be verified by collecting and analyzing equipment blank samples.

The equipment cleaning procedures described herein includes pre-field, in the field, and post-field cleaning of sampling tools which will be conducted at an established equipment decontamination area (EDA) on site (as appropriate). Equipment that may require decontamination at a given site includes: soil sampling tools; groundwater, sediment, and surface-water sampling devices; water testing instruments; down-hole instruments; and other activity-specific sampling equipment. Non-disposable equipment will be cleaned before collecting each sample, between sampling events, and prior to leaving the site. Cleaning procedures for sampling equipment will be monitored by collecting equipment blank samples as specified in the applicable work plan or field sampling plan. Dedicated and/or disposable (not to be re-used) sampling equipment will not require decontamination.

II. Personnel Qualifications

ARCADIS field sampling personnel will have current health and safety training, including 40-hour HAZWOPER training, site supervisor training, and site-specific training, as needed. In addition, ARCADIS field sampling personnel will be versed in the relevant SOPs and possess the skills and experience necessary to successfully complete the desired fieldwork. The project HASP and other documents will identify any other training requirements such as site specific safety training or access control requirements.

III. Equipment List

- health and safety equipment, as required in the site Health and Safety Plan (HASP)
- distilled water

- Non-phosphate detergent such as Alconox or, if sampling for phosphorus phosphorus-containing compounds, Luminox (or equivalent).
- tap water
- rinsate collection plastic containers
- DOT-approved waste shipping container(s), as specified in the work plan or field sampling plan (if decontamination waste is to be shipped for disposal)
- brushes
- large heavy-duty garbage bags
- spray bottles
- (Optional) – Isopropyl alcohol (free of ketones) or methanol
- Ziploc-type bags
- plastic sheeting

IV. Cautions

Rinse equipment thoroughly and allow the equipment to dry before re-use or storage to prevent introducing solvent into sample medium. If manual drying of equipment is required, use clean lint-free material to wipe the equipment dry.

Store decontaminated equipment in a clean, dry environment. Do not store near combustion engine exhausts.

If equipment is damaged to the extent that decontamination is uncertain due to cracks or dents, the equipment should not be used and should be discarded or submitted for repair prior to use for sample collection.

A proper shipping determination will be performed by a DOT-trained individual for cleaning materials shipped by ARCADIS.

V. Health and Safety Considerations

Review the material safety data sheets (MSDS) for the cleaning materials used in decontamination. If solvent is used during decontamination, work in a well-ventilated area and stand upwind while applying solvent to equipment. Apply solvent in a manner that minimizes potential for exposure to workers. Follow health and safety procedures outlined in the HASP.

VI. Procedure

A designated area will be established to clean sampling equipment in the field prior to sample collection. Equipment cleaning areas will be set up within or adjacent to the specific work area, but not at a location exposed to combustion engine exhaust. Detergent solutions will be prepared in clean containers for use in equipment decontamination.

Cleaning Sampling Equipment

1. Wash the equipment/pump with potable water.
2. Wash with detergent solution (Alconox, Liquinox or equivalent) to remove all visible particulate matter and any residual oils or grease.
3. If equipment is very dirty, precleaning with a brush and tap water may be necessary.
4. (Optional) – Flush with isopropyl alcohol (free of ketones) or with methanol. This step is optional but should be considered when sampling in highly impacted media such as non-aqueous phase liquids or if equipment blanks from previous sampling events showed the potential for cross contamination of organics.
5. Rinse with distilled/deionized water.

Decontaminating Submersible Pumps

Submersible pumps may be used during well development, groundwater sampling, or other investigative activities. The pumps will be cleaned and flushed before and between uses. This cleaning process will consist of an external detergent solution wash and tap water rinse, a flush of detergent solution through the pump, followed

by a flush of potable water through the pump. Flushing will be accomplished by using an appropriate container filled with detergent solution and another contained filled with potable water. The pump will run long enough to effectively flush the pump housing and hose (unless new, disposable hose is used). Caution should be exercised to avoid contact with the pump casing and water in the container while the pump is running (do not use metal drums or garbage cans) to avoid electric shock. Disconnect the pump from the power source before handling. The pump and hose should be placed on or in clean polyethylene sheeting to avoid contact with the ground surface.

VII. Waste Management

Equipment decontamination rinsate will be managed in conjunction with all other waste produced during the field sampling effort. Waste management procedures are outlined in the work plan or Waste Management Plan (WMP).

VIII. Data Recording and Management

Equipment cleaning and decontamination will be noted in the field notebook. Information will include the type of equipment cleaned, the decontamination location and any deviations from this SOP. Specific factors that should be noted include solvent used (if any), and source of water.

Any unusual field conditions should be noted if there is potential to impact the efficiency of the decontamination or subsequent sample collection.

An inventory of the solvents brought on site and used and removed from the site will be maintained in the files. Records will be maintained for any solvents used in decontamination, including lot number and expiration date.

Containers with decontamination fluids will be labeled.

IX. Quality Assurance

Equipment blanks should be collected to verify that the decontamination procedures are effective in minimizing potential for cross contamination. The equipment blank is prepared by pouring deionized water over the clean and dry tools and collecting the deionized water into appropriate sample containers. Equipment blanks should be analyzed for the same set of parameters that are performed on the field samples collected with the equipment that was cleaned. Equipment blanks are collected per equipment set, which represents all of the tools needed to collect a specific sample.

X. References

USEPA Region 9, Field Sampling Guidance #1230, Sampling Equipment Decontamination.

USEPA Region 1, Low Stress (low flow) Purging and Sampling Procedure for the Collection of Groundwater Samples from Monitoring Wells.