



**New Jersey Department of Environmental Protection**  
Site Remediation Program

**REMEDIAL PRIORITY SCORING (RPS) FEEDBACK FORM INSTRUCTIONS**

**General Instructions**

1. **Applicability.** This form shall be used to provide corrected and/or updated information to the New Jersey Department of Environmental Protection (NJDEP) to modify the RPS scoring for your site. This form must be submitted via the NJDEP-online RPS Service by a Licensed Site Remediation Professional (LSRP). The RPS Feedback Form will only will be accepted between March 1, 2013 and May 10, 2013.
2. **Updates.** Due to the limited life expectancy of this form, no further updates are expected.
3. Completed forms should be sent to the NJDEP by the LSRP for the site via NJDEP-Online (<http://www.njdeponline.com/>) through the NJDEP Online Business Portal.

Directions on how to submit the RPS Feedback Form via NJDEP Online are located at [http://www.nj.gov/dep/srp/rps/docs/rps\\_feedbackloop\\_service\\_amend\\_instr.doc](http://www.nj.gov/dep/srp/rps/docs/rps_feedbackloop_service_amend_instr.doc)

**Section A. Locational Information**

- **Site Name:** Provide the name of the site (i.e., ABC Corporation);
- **Program Interest (PI) Numbers:** The PI Number is assigned by the NJDEP. Use the PI number provided in the subject line of the RPS letter.
- **Case Tracking Numbers:** Use the Case Tracking Number provided in the subject line of the RPS letter.
  - *Note: Only a valid number can be entered into this field.*

**Site location Information**

- Answer “No” if the location provided by the SRP Profile on NJ-Geo Web, which is located at <http://www.nj.gov/dep/gis/geoweb splash.htm>, is incorrect or missing.
- If “No,” enter the correct location using New Jersey State Plane Coordinates (NJ SPC) by means of the North American Datum of 1983 (NAD83) in US feet units. Also, provide the Method used to identify the coordinate (GPS, Surveyed, NJ GeoWeb, Digital Image.) and the location (Front Entrance, Area of Contamination, Center of Site, Other). These coordinates can be obtained via NJ GeoWeb by using the cursor to identify the site location and then reading the NJ SPC from the bottom left of the map.
  - *Note: The location of the coordinate should be the area of contamination.*
  - *Note: Easting is eastward-measured distance (x-coordinate) and Northing is northward-measured distance (y-coordinate)*

**Section B. Case Status**

Soil:

- Indicate if soil contamination that exceeds the Direct Contact Soil Remediation Standards has been present at any time at the site during the investigation of this case based on sampling data collected to date.
- If “contamination has been present”, has the horizontal and vertical extent of the soil contamination been delineated to the applicable Direct Contact Soil Remediation Standards?

- If the “contamination is delineated”, is all of the contaminated soil that remains either: 1) been remediated to below the applicable Direct Contact Soil Remediation Standards or 2) being addressed by an approved institutional control (i.e. deed notice)?
  - *Note, a “Yes” answer means that all known soil contamination that exceeds the applicable Direct Contact Soil Remediation Standards has been delineated, addressed and there are no outstanding soil issues (as related to the applicable Direct Contact Soil Remediation Standards).*

#### Ground Water:

- Indicate if ground water contamination is currently present at the site based on the most current sampling data for each well.
  - *Note: if the soil sampling did not trigger a ground water investigation and ground water sampling is not required, then enter ‘Not Required’.*
- If “contamination was present”, has the horizontal and vertical extent of the ground water contamination been delineated to the applicable Ground Water Remediation Standard?
- If the “contamination is delineated”, has the Receptor Evaluation – Ground Water (ie. ground water use evaluation) been completed with no receptors being impacted (if receptors were impacted, have all actions have been conducted pursuant to N.J.A.C. 7:26E-1.11)?
  - *Note, a “Yes” answer means that all potential ground water usage issues have been identified and addressed pursuant to NJAC 7:26E-1.14.*

#### Vapor Intrusion:

- Indicate if a Ground Water Screening Level (GWSL) is exceeded at the site based on the most current sampling data for each well.
- If the GWSL is exceeded, has the ground water data been evaluated to determine whether the contaminant plume has been delineated to the extent needed to assess the VI pathway as outlined by the Vapor Intrusion Technical Guidance Document (<http://www.nj.gov/dep/srp/guidance/vaporintrusion/vig.htm>).
- Have all of the VI issues been addressed as outlined by the NJDEP’s Vapor Intrusion Technical Guidance Document and the ground water contamination been delineated to the extent needed to fully assess the VI pathway?
  - *Note: A “Yes” answer means that all potential VI issues have been identified and addressed pursuant to NJAC 7:26E-1.15 and the NJDEP’s Vapor Intrusion Technical Guidance Document.*

#### Ecological Evaluation:

- Indicate if an Ecological Evaluation (EE) has been conducted as specified in N.J.A.C.7:26E-1.16.
- If an EE has been conducted, identify if further remedial investigation of the ecological receptors is required, pursuant to N.J.A.C. 7:26E-1.16(b), based on the results of the EE.
- Indicate if a remedial investigation of ecological receptors has been conducted.
- Have all of the EE issues been addressed as outlined by N.J.A.C.7:26E-1.16 and all supporting guidance with no impact to ecological receptors identified?
  - *Note: A “Yes” answer means that all potential ecological issues have been identified and addressed pursuant to NJAC 7:26E-1.16.*

### **Section C. GIS Information**

- **Extent Area Submitted Electronically:** Check the Extent Area that is being submitted electronically, if applicable. The Extent Areas shall be submitted as a GIS shape file. See the directions at [http://www.nj.gov/dep/srp/srra/rps/docs/rps\\_feedback\\_gis\\_submissions\\_instr.pdf](http://www.nj.gov/dep/srp/srra/rps/docs/rps_feedback_gis_submissions_instr.pdf) for more details.

- *Note: If the contamination is delineated in a media, then a site specific Extent Area can be submitted to the Department using the Geographic Information System (GIS) RPS Extent Area Shape File Template (zip). Only one Extent Area is to be created for each media and all of the Extent Areas shall be submitted in one shape file.*
- *Please use the following naming convention: RPS\_Extent\_PInumber ; with PInumber being the Program Interest Number for the case (example: RPS\_Extent\_001000).*
- *Use the [RPS Feedback Form \(Form Instructions\)](#). To identify which Extent Area(s) is being modified, if any. The Extent Area information is located in Section C of the Feedback Form.*

⇒ Once created, the GIS shape file is required to be attached to the RPS service via [NJDEP Online](#). ([RPS Feedback Submittal Directions](#)). See Part B, below for more information.

- **Ground Water Flow Direction:** Overall ground water flow at the site. Valid values are North, North-Northeast, Northeast, East-Northeast, East, East-Southeast, Southeast, South-Southeast, South, South-Southwest, Southwest, West-Southwest, West, West-Northwest, Northwest, North-Northwest, and Radial.

#### Section D. Electronic Data Deliverables

- Answer “Yes” if you are submitting Electronic Data Deliverables (EDD) at this time (either via email or NJDEP Online.)

Note: Only sampling associated with previously submitted reports will be accepted at this time.

How to email EDDs to the NJDEP

- Only one sampling event shall be provided per email with the dtst.txt file, hzsample.txt file and hzresult.txt files included as attachments for that sampling event.
- On the subject line, include the Program Interest Number and the SRP Case ID separated by a comma (i.e. 000000, 00-00-00-0000-00.)
- In the body of the Email, include the Case Name, Directory, Submit Date and the description of the submittal, as stated in the dtst.txt file.

#### Example Email

To: SRPEDD@dep.state.nj.us

Subject: 000000, 00-00-0000-00

Message: Case Name: XYZ Company  
 Directory: 201003GW  
 Submit Date: 04/01/2010  
 Description: March 2010 GW Sampling

Attachments: dtst.txt  
 hzsample.txt  
 hzresult.txt