



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

Northwest Regional Office • 3190 160th Ave SE • Bellevue, WA 98008-5452 • 425-649-7000
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April 7, 2014

MR JOE ZLAB
POTALA VILLAGE KIRKLAND, LLC
2804 GRAND AVENUE, SUITE 308
EVERETT, WA 98201

Re: Acceptance of VCP Application for the following Site:

- **Site Name:** Potala Village
- **Site Address:** State Street S and Lake Avenue S, Kirkland, WA 98033
- **Facility/Site No.:** 4595
- **CS ID:** 12329
- **VCP Project No.:** NW2850

Dear Mr. Zlab:

The Department of Ecology (Ecology) has accepted your Voluntary Cleanup Program (VCP) application for the Potala Village facility (Site). We applaud your initiative and welcome your interest in the VCP. This letter confirms your entry into the VCP and provides important information on how we will manage the Project.

Agreement

Ecology has completed and signed the VCP Agreement governing the Project. The effective date of the Agreement is **April 7, 2014**. A copy of the Agreement is enclosed. Please review it carefully.

Identification

Ecology has assigned a unique name and number to the **Site**. We have also assigned a unique number to your **Project** at the Site. You can find this information in the box at the bottom of the first page of the Agreement. When contacting us, please use this information to identify your Project.

Designated Managers

Communications between Ecology and Potala Village should be directed through their designated managers to the maximum extent possible.



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- **Ecology**

Ms. Heather Vick is the designated site manager and will respond to your requests:

Ms. Heather Vick
Department of Ecology
Toxic Cleanup Program, NWRO
3190 160th Ave. SE
Bellevue, WA 98008
Phone: (425) 649-7064
E-mail: hvic461@ecy.wa.gov

- **Potala Village**

The application designated you as the project manager for the site. We will therefore respond only to your requests. If someone replaces you as the project manager or your contact information changes, please submit a Change of Contact Form. You may download the Form from our VCP web site:

<http://www.ecy.wa.gov/programs/tcp/vcp/vcp2008/vcpForms.html>

Requests for Written Opinions

In your application, you requested a written opinion on the sufficiency of your cleanup actions. Ecology will review the documents you submitted and provide you a written opinion within about 90 days.

Reporting Requirements

When requesting written opinions on planned or completed remedial actions, please comply with the following reporting requirements:

1. **Licensing.** Documents submitted containing geologic, hydrologic, or engineering work must be under the seal of an appropriately licensed professional, as required by Chapters 18.43 and 18.220 RCW.
2. **Data Submittal.** Environmental sampling data must be submitted in both a printed form and an electronic form capable of being transferred into our data management systems. For instructions on how to submit data, please refer to the following web site:
www.ecy.wa.gov/programs/tcp/data_submittal/data_requirements.htm.

Failure to comply with these requirements may result in unnecessary delays.

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Payment

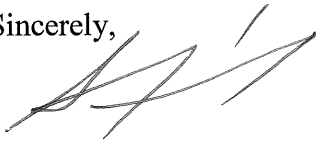
Ecology will send monthly invoices to you, the billing contact designated in the Application Form. If someone replaces you as the billing contact or your contact information changes, please submit a Change of Contact Form. The Form is available on the VCP web site.

The invoice will include a summary of the costs incurred, payments received, identity of staff involved, and the amount of time spent on the Project during the previous month. Payment is due within thirty days of the invoice date. For more information on the billing system, please refer to the VCP web site.

Contact Information

We are committed to working with you to accomplish the prompt and effective cleanup of the Site. Again, if you have any questions about the VCP or your Project, please contact Ms. Vick at hvic461@ecy.wa.gov or (425) 649-7064.

Sincerely,



Sonia Fernández
VCP Coordinator
Toxics Cleanup Program, NWRO

SF:sf

Enclosure: Copy of VCP Agreement

cc: Dolores Mitchell, VCP Financial Manager
Ted W. Sykes, Earth Solutions NW, LLC (e-mail)