Spill Prevention, Control & Countermeasures Plan
(SPCCP)

SITE:
Rock Creek Campus
17705 NW Springville Road
Portland Oregon

FOR:
Portland Community College
P.O. Box 19000
Portland Oregon, 97280

SITE CONTACTS:
Mark Fennell, Safety and Risk Services Manager
Dale Hanson, Physical Plant Manager

PREPARED BY:
NW EnviroSearch, Inc.
P.O. Box 1290
Oregon City, Oregon 97045
Chris Ells
Michael W. Gibson, CHMM, WSO-CSS

December 20, 2007

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Approval and Certification

Certification (40 CFR 112)

I hereby certify that I have examined the facility and, being familiar with the provisions of 40 CFR Part 112. Attest that this SPCC Plan has been prepared in accordance with responsible practices, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate and complete.

SPCC Plan Implementer

Mark Fennell: Safety and Risk Services Manager

Signature: Mark Fennell

Date: 12-21-07

Management Approval (40 CFR 112.7 (a)

This SPCC Plan is fully approved by the management of Portland Community College, Rock Creek Campus and has been implemented as described herein.

Authorized Representative
Dale Hanson, Physical Plant Manager

Signature: Dale Hanson

Date: 1-7-08

Spill Plan Consultants:

NW EnviroSearch, Inc.

Chris Ells, Safety and Environmental
Michael W. Gibson, CHMM, WSO-CSS

Signatures: Chris Ells, Michael W. Gibson 12/21/07

Date: 12-21-07

Spill Prevention, Control and Countermeasure Plan Compliance: Review Page

SPCC Plan Review - 40 CFR 112.5(b)

The plan implementer must complete a review and evaluation of the SPCC plan at least once every year by February. Annual reviews and evaluations are recorded below:

SIGNATURE	DATE	COMMENTS

PCC Rock Creek Campus
Spill Prevention, Control & Countermeasures Plan
(SPCCP)

1.0 Introduction

Spill Prevention, Control, and Countermeasure (SPCC) plans for facilities are prepared and implemented as required by the U.S. Environmental Protection Agency (U.S. EPA) Regulation contained in Title 40, Code of Federal Regulations, Part 112, (40 CFR 112).

A non-transportation related facility such as the PCC—'Rock Creek Campus' is subject to SPCC regulations if: the total above ground storage capacity exceeds 1,320 gallons; or the underground storage (UST) capacity exceeds 42,000 gallons; and if, due to its location, the facility could reasonably be expected to discharge oil into or upon the navigable waters or adjoining shorelines of the United States.

An SPCC plan is not required to be filed with the EPA or the Oregon DEQ, but a copy must be available for on-site review by the Regional Administrator (RA) during normal working hours. A copy of the plan and any revised forms of the plan are to be submitted to the Tualatin Valley Fire and Rescue Fire Marshall. The SPCC plan must be submitted to the Northwest EPA Region and Oregon DEQ along with the other information specified in Section 112.4 if either of the following occurs:

1. The facility discharges more than 1,000 gallons of oil into or upon the navigable waters of the United States or adjoining shorelines in a single spill event; **or**

2. The facility discharges oil in quantities that may be harmful in two spill events within any twelve month period.

The SPCC plan must be amended within 6 months whenever there is a change in facility design, construction, operation, or maintenance that materially affects the facility's spill potential. The SPCC plan must be reviewed at least once annually and amended to include more effective prevention and control technology, if such technology will significantly reduce the likelihood of a spill event and has been proven in the field. All such amendments must be approved and re-certified by a Portland Community College authorized representative and this plan's implementer.

2.0 Facility Information

Name: Portland Community College, Rock Creek Campus
Mailing Address: P0 Box 19000, Portland Oregon 97280
Street Address: 17705 NW Springville Road, Portland, Oregon
Contact: Mark Fennell (503-533-2869), Dale Hanson, (503-793-7412)

2.1 Location

The Rock Creek Campus is located east of NW 185th Ave. and north of Highway 26 in Washington County at 17705 NW Springville Road, Portland, Oregon.

2.2 Facility description

PCC Rock Creek Campus is a Community College Campus that is approximately 244.75 acres in size. There are eight (8) primary buildings and six (6) secondary out-buildings that consist of Landscape, Farm and Veterinarian Technology instructional programs. The buildings are used for instructional, student support, facilities and administration buildings. All of the buildings total approximately 540,323 square feet.

The types of programs are Computer Science, Biology and Science, Chemistry, Aviation, Diesel Maintenance Training, Auto Collision, Building Construction, landscape Technology, Veterinarian Technology, Welding, Art and Ceramics, Sculpture and General Education.

2.3 Site Map (PCC Emergency Map)

Attached in **Appendix A** is the **Site Map** for this facility. This map includes the layout of property, boundaries, buildings, fixed storage areas, nearby waterways, roads, locations of fixed storage for emergency generators and fuel tanks, above ground used oil tank (AST), underground storage of motor fuel and (boiler) heating oil tanks (UST), hazardous waste storage area, chemical storage areas, compressed gas and the spill kit locations for spill cleanup supplies.

2.4 Fixed Storage: (See Map Appendix A).

a. Emergency Generator building location with Diesel above ground tank.
   i. Building 2; Caterpillar Olympian generator; 500 gallons fuel.
   ii. Building 7; Onan generator; 100 gallons fuel.
   iii. Building 9; Caterpillar Olympian generator; 100 gallons fuel.

b. AST, above ground 'used oil' tank located just outside of Diesel Technology, at the NW corner of the Service Yard near Building #2, Room 117. The AST used oil tank holds 500 gallons when full.

c. The Rock Creek Campus has four (4) UST regulated fuel tanks (1000 gallons each), each of which contains one (1) of the following: diesel, unleaded gasoline, jet fuel or aviation fuel. The four (4) tanks are constructed of double-walled fiberglass. They are located on the east side of and adjacent to the Aviation Building (*Building 6*), which is at the northeast end of the Rock Creek campus. These fuels are used for college support vehicles, maintenance equipment and vehicles, instructional programs and student shuttle buses. Dispensing and off-loading of these fuels occur on a regular basis in this area.

d. The Rock Creek campus also has one (1) heating oil tank adjacent to and south of the Boiler Room (*Building 2*) located at the NE corner of the service yard. This tank contains Diesel Heating Oil and is estimated to hold 15,000 gallons. This is considered 'stand-by fuel' and is used as a backup in the event of a reduction of Natural Gas.

e. In the Service Yard adjacent to the Hazardous Materials Storage Building there is a barrel rack located next to it on the north side. This rack has one 55 gallon barrel of spent aerosol paint cans and a 55 gallon drum of PCB light ballasts.

Also used fluorescent light tubes with mercury residue are stored in this location in fiber drums. Campus programs deposit these items into these drums.

f. Hazardous Waste Storage and Aviation Maintenance program chemical products (two separate compartments) are located just south of the Building 2 Boiler Room, and north of Building 1. All waste and Aviation Maintenance products are stored inside this building. This building is self contained and has a spill prevention/collection compartment under the floor grating to contain spills. The capacity is approximately 500 gallons per compartment. The potential of a chemical release from this area is very low to none.

g. The primary instructional areas that store and/or use hazardous materials in their departments are Diesel Mechanics and Auto Collision. Diesel Department (rooms 2-117 and 2-105) store inside their shop two (2) 55 gallon drums of motor oil, two (2) 55 gallon drums of hydraulic oil, and one (1) 55 gallon drum of diesel fuel for equipment and training maintenance. Diesel also has one (1) 55 gallon drum of used anti-freeze located just outside the room under cover next to the 500 gallon AST of 'used oil'.

   Auto Collision stores (room 2-126) miscellaneous gallons of paint, and one (1) 30 gallon drum of 921 solvent (used for paint gun cleaner), and one (1) 30 gallon satellite drums used to deposit paint related waste into, and one (1) 55 gallon drum for used anti-freeze. Spill Kits are located in each area in order to clean up any accidental spill.

Total site storage of fuel and miscellaneous chemicals/products is approximately 19,550 gallons.

3.0 Past Spill Experience - 40 CFR 112.7(a)

Written Description of Spill	Corrective Actions Taken	Plan for Preventing Recurrence
NONE	N/A	N/A

4.0 Potential Equipment Failures - 40 CFR 112.7(b)

Potential Event	Spill Description	Potential Volume Released	Spill Rate
1. Complete failure of a full tank (500 gallon 'used oil' tank)	1. East to oil/water separator, which drains to the storm water detention pond located SE of the campus just inside the main entrance.	500 gallons	Instantaneous
2. The 500 gallon emergency generator diesel fuel tank located at the SE corner of Building 2.	2. South to the catch basin to the storm water detention pond. Note: The storm water detention pond drains to Bethany Creek off campus	500 gallons	Instantaneous
Partial failure of a full tank:	1. East to oil/water separator, which drains to the detention pond located onsite SE of the campus buildings, just inside the main entrance.	1 to 500 gallons	Gradual to instantaneous
1. Partial failure of a full tank (500 gallon used oil tank)		1 to 500 gallons	
2. The 500 gallon emergency generator diesel fuel tank located at the SE corner of Building 2.	2. South to the catch basin to the storm water detention pond. Note: The storm water detention pond drains to Bethany Creek, off campus		
Tank overfills during off loading at UST tanks near Building 6.	South through storm drain system to the storm water detention pond	1 to 4,000 gallons	Up to 50 gallon per minute
1. Pipe failure at emergency generator located in service yard at SE corner of Building 2.	1 South to storm drains to detention pond.	Up to 500 gallons	Up to 50 gallon per minute
2. Pipe or equipment failure at the emergency generators located on the west side of Buildings 9 and 7.	2. Southwest to catch basins to drainage basin located to the NW of the campus.	Up to 200 gallons	
Miscellaneous drums leaking in storage	To oil/water separator in service yard or to catch basins and then the storm water detention pond	1 to 55 gallons	Gradual to instantaneous
Tank truck leak or failure	South to SW to catch basins to storm water detention pond	1 to 4,000 gallons	Gradual to instantaneous
Hose leak during truck loading	South to SW to catch basins to storm water detention pond	1 to several gallons	Up to 1 gallon per minute
Fuel pump rupture or failure	South to SW to catch basins to oil water separator	1 to several gallons	Up to 1 gallon per minute
Oil/water separator malfunction; located in service yard	To the storm water detention pond	1 to several gallons	Up to 1 gallon per minute

5.0 Containment and Diversionary Structures - 40 CFR 112.7(c) (1)

a. Cleanup spill materials are provided in emergency spill equipment poly drums located strategically throughout the site. Poly drum kits are labeled 'Spill Kits". See **Appendix B** for complete list of supplies available in these kits and on site. These kits are inspected annually.
b. Weirs, booms, or other barriers are available from the contracted Environmental Response Contractor. See **Appendix C**, Hazardous Materials Spill Response, Containment and Cleanup procedure.
c. The 'Used Oil' AST utilizes its double wall design as secondary containment.
d. Where possible the 55 gallon drums are stored inside or under cover where the appropriate monitoring and inspections for leaks is practiced. Any spill in a building is directed away from floor drains and doorways with spill materials and cleanup activities. Employees are instructed to not use hazardous materials near floor drains.

6.0 Demonstration of Practicability - 40 CFR 112.7(d)

PCC'S Rock Creek Campus management have determined that the use of secondary containment, readily available spill equipment and employee training (including practice drills) will be the most effective method for preventing spills from reaching navigable waters via the storm water detention pond.

7.0 Facility Drainage - 40 CFR 112.7(e) (1)

a. Spills from AST's will be restrained by the secondary containment of the tank design.
b. Spills during transfer operations will be contained with absorbent materials until cleaned up.
c. Petroleum spills that flow by gravity into the oil water/separator (Diesel Dept.) will be retained in the separator unit until it can be pumped out.
d. Special care will be taken to protect storm water drainage basins at the site, which flow to the storm water detention pond which then discharges to Bethany Creek.

8.0 Bulk Storage Tanks - 40 CFR 112.7(e) (2)

a. Each aboveground tank is of UL listed construction and is compatible with the oils it contains and conditions of storage.

b. The underground storage motor fuel tanks are fiberglass double lined. They have the required monitor sensors and alarms. They are tested annually. Each tank is equipped with a direct-reading level gauge. The four 1,000-gallon tanks are equipped with high-level alarms. Venting capacity is suitable for the fill and withdrawal rates.

c. There are no internal tank heating coils at this facility.

d. Oil leaks which result in a loss of oil from tank seams, gaskets, rivets, and bolts are promptly corrected when observed.

9.0 Transfer Operations, Pumping and Campus Operations - 40 CFR 112.7(e) (3)

a. Underground UST piping (motor and aviation fuel tanks) is double lined and catholically protected to protect against corrosion. If corrosion or damage is detected, additional examination, testing and corrective action will be taken as indicated by the magnitude of the damage.

10.0 Inspections and Records - 40 CFR 112.7 (e) (8)

Visual inspections consist of a complete walk through of the facility property to check for tank damage or leakage, stained or discolored soils and visual inspection of the discharge from the oil/water separator.

The checklist provided in **Appendix D** is used during the quarterly and annual inspection. These inspections are performed in accordance with written procedures developed for the facility on behalf of PCC. Written inspection procedures and inspections are signed by the inspector and maintained with this plan for three years in the Risk & Safety Department files.

11.0 Security- 40 CFR 112.7(e) (9)

a. Area lights are located so as to illuminate the facility and storage areas. Consideration in the location of the lights was given in order to discover spills at night and prevent spills occurring through vandalism.
b. Public Safety (Security Staff) are present and on patrol while the facility is open and in the evenings and weekends when regular staff are not present. Campus gates are locked when classes are not in session or when the campus is closed.
c. Equipment and storage of hazardous materials are secured.

12.0 Personnel, Training and Spill Prevention Procedures - 40 CFR 112.7(e) (10)

a. Facility designated Physical Plant personnel have been instructed by management in the operation and maintenance of oil and hazardous materials pollution prevention, equipment and supplies used and general pollution control laws and regulations.

b. The facility Managers, Dale Hanson and Mark Fennell are responsible for spill prevention, response and cleanup at the PCC, Rock Creek Campus.

c. Yearly spill prevention briefings are provided by management for Physical Plant personnel to ensure adequate understanding of the SPCC plan.

These briefings highlight any past spill events or failures and recently developed precautionary measures. Training has been held on petroleum spill prevention, containment and retrieval methods. Practice and hands-on training of a spill is conducted annually and future exercises shall be periodically held to prepare for a possible spill response. Records of these briefings and spill prevention training are kept on the form shown in **Appendix E.**

d. Emergency notification and instruction procedures, emergency phone numbers to contact spill response staff, and instructions for reporting a spill to the State of Oregon, DEQ are listed and have been publicized and posted throughout this Campus. See **Appendix C.**

12.1 Notification Information

Portland Community College, Rock Creek Campus has for many years practiced and required that designated staff be trained to respond, contain and cleanup spills, per the required PCC and DEQ spill prevention standards. PCC also requires the designated staff to be informed and knowledgeable of these procedures and to know who and where to call to get help regarding a spill release on campus.

The following information is available and provided to all employees and trained staff by posting this information near telephones or available through the **'Communication Network'** on the PCC computer system's Intranet.

a. Emergency Guide. This brochure is disseminated information that assists all management, faculty and staff in responding to emergencies. This guide is posted in all classrooms, departments and workstations.
b. Emergency Action Plan, including spill response procedures. This document is Chapter 7 of the PCC Health and Safety Manual. This document is included in all staff's initial and annual training, at a level according to their job and responsibilities.
c. Physical Plant Emergency Notification List. This list has been developed and distributed to assist the Department of Public Safety (DPS) and Physical Plant Service Request Center (SRC) to provide up-to-date information on notifying the appropriate staff or contracted emergency responder.
d. Spill Prevention, Control, and Counter Measure Plan (SPCCP) This plan will be available to all staff and the public through the PCC communication network and the PCC intranet and internet home pages (My PCC).

APPENDIX A

Site Map

Emergency Procedure Map

APPENDIX B

Spill Kit Information & Inventory (See Site Map, Appendix A for Spill Kit Locations)

Spill kit description: There are three sizes of spill kits located on this site. Listed below is a description of each kit, size, contents, container color and the kind of potential spill the particular kit is placed near. Spill kits are inspected annually by the Campus Safety Committee or after a spill event if the kit has been used.

1. Yellow poly 95 gallon drum. This spill kit is located at the UST dispensing location at the SE corner of Building 6, and in the Diesel Department in Room 2-117. Listed below are the contents.
   - 2 PPE protective cover all suits
   - 2 pairs of splash goggles
   - 2 pair lab safety protective gloves (# 14655)
   - 2 pair Silver Shield protective gloves (# 0120)
   - 1 warning sign, "spill, keep away"
   - 50 absorbent pads (24 x 24")
   - 5-10'long sock booms
   - 12-4' long sock booms
   - 20 absorbent pillows (18" x 18")
   - 4 Hazardous materials plastic storage bags
   - 1 Emergency Response Guide book
   - Magnetic drain cover

2. Blue poly 50 gallon drum. This spill kit is located at the UST dispensing location at the SE corner of Building 6, and in the Diesel Department in room 2-117. Listed below are the contents.
   - 2 pair of protective gloves (Ansell chemi-pro # 204)
   - 1 pair of splash goggles (Starlite GS Z 87+) # 4680
   - 50 absorbent pads (24"x 24")
   - 4-10' long boom socks
   - 2-50 gallon plastic bags
   - 1-50 lb. bag of dry absorbent
   - Magnetic drain covers (in some kits, not all)

3. Blue poly 30 gallon drum. This size is located at each emergency generator where the fuel capacity is 100 gallons. The contents are;
   - 2 pair of protective gloves (Ansell chemi-pro # 204)
   - 1 pair of splash goggles (Starlite GS Z 87+) # 4680
   - 50 absorbent pads 24" x 24"
   - 10-4' long boom socks
   - 2-50 gallon plastic bags
   - Magnetic drain covers (in some kits, not all)

APPENDIX C

Hazardous Materials Spill Response, Containment and Cleanup Procedures

1. Upon discovering a chemical spill and the employee is trained or not trained in handling a spill or the spill is a significant release:

    a. Immediately notify hazardous material responders or HAZMAT teams by calling the college dispatch at 503-977-4444 or for TTY 503-977-8888 and tell the dispatcher the type, volume and location of the spill emergency.
    b. If known, communicate what the contents of the spill are so the emergency responders can obtain the Material Safety Data Sheet (MSDS).

2. If trained in the spill response and cleanup plan, and notification of the spill is done, immediately begin procedures to contain and control the spill/release.

3. Immediately retrieve the spill materials from the nearest spill kit (see the **Spill Map APPENDIX A**).
    a. Put on the required personal protective equipment; at a minimum that should include safety glasses and appropriate gloves. Protect yourself.
    b. Place absorbent materials around the spill to contain and absorb the spill.
    c. If contained in the Spill Kit, install the sheet of 'drain blocker' material (magnetic sheet) over the nearest down-gradient catch basin. Verify that the cover has full contact with the rim of the inlet. Use additional absorbent material prior to the drain as needed.
    d. Add additional absorbents until all the spilled material is absorbed. Do not use any liquids to cleanup the spill, only dry absorption procedures.
    e. Place all used spill cleanup supplies into a sealed drum and label the drum accordingly, pending proper disposal off-site.

4. Contact PCC Management through the Emergency Dispatcher and Emergency Notification List by calling 503-977-4902 (non emergency number) or 503-977-4444 (emergency number).
    a. Dale Hanson, Physical Plant Manager: 503-794-7412 (mobile #).
    b. Mark Fennell, Manager Risk and Safety: 503-793-7407 (mobile #).
    c. NW EnviroSearch, Inc. (Environmental Responder Contractor): Mike Gibson 503-632-6661, (503-680-7454).
    d. Secondary Contractor; NRC Environmental, Bill Annen: 503-283-1150
    e. Campus Dean or President.

5. Upon completion of the containment and cleanup activities; ensure that the down-gradient storm water system is thoroughly inspected by a qualified contractor (see ('c' &'d' above) to insure there is no environmental impact or additional contamination concerns.

6. Document the spill and cleanup activities. Some spills are considered 'reportable' to DEQ and other agencies. The Manager of Safety and Risk Services will evaluate this issue and respond accordingly to Oregon Emergency Response System. Per the Department of Environmental Quality, this Agency will notify DEQ and EPA. Call 1-800-452-0311.

APPENDIX D

FACILITY INSPECTION CHECKLIST

Instructions: This inspection record will be completed for required quarterly and annual inspections. Place an 'X' in the appropriate box for each item. If any response requires elaboration, do so in the Descriptions & Comments space provided. Further descriptions or comments should be attached on a separate sheet of paper if necessary.

Area/Item of Inspection	Yes	No	Descriptions & Comments
Tank surfaces show signs of leakage	☐	☐	
Tanks are damaged, rusted or deteriorated	☐	☐	
Bolts, rivets, or seams are damaged	☐	☐	
Tank supports are deteriorated or buckled	☐	☐	
Tank foundations have eroded or settled	☐	☐	
Level gauges or alarms are inoperative	☐	☐	
Vents are obstructed	☐	☐	
Valve seals or gaskets are leaking	☐	☐	
Pipelines or supports are damaged or deteriorated	☐	☐	
Buried pipelines are exposed	☐	☐	
Connections are not capped or blank-flanged	☐	☐	
Secondary containment is damaged or stained	☐	☐	
Oil/water separator is functioning properly	☐	☐	
Oil/water separator effluent has a sheen	☐	☐	
Fencing, gates, or lighting is non-functional	☐	☐	

Remarks: _____

_____

Signature: _____ Date: _____

APPENDIX E

RECORD OF SPILL PREVENTION BRIEFINGS AND TRAINING

Instructions: Briefings will be scheduled and conducted by the Manager or Operators for operating personnel at intervals frequent enough to assure adequate understanding of the SPCC plan for this facility. These briefings should also highlight and describe known spill events or failures, mal-functioning components, and recently developed precautionary measures.

Personnel will also be instructed in operation and maintenance of equipment to prevent the discharges of oil or other chemicals, and in applicable pollution control laws, rules, and regulations. During these briefings there will be an opportunity for facility operators and other personnel to share recommendations concerning communication, health, safety and environmental issues encountered during operation of the facility.

Date: _____

Attendees: _____

_____

_____

_____

_____

_____

_____

_____

_____

_____

Subjects and Issues: _____

_____

_____

Recommendations and Suggestions: _____

_____

APPENDIX F

CERTIFICATION OF NO SUBSTANTIAL HARM DETERMINATION FORM

Facility Name: PCC—Rock Creek Campus
Facility Address: 17705 NW Springville Road
Portland, Oregon

1. Does the facility transfer oil over water to or from vessels and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?

   Yes _____ No __X__

2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground storage tank area?

   Yes _____ No __X__

3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using the appropriate formula) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments?

   Yes _____ No __X__

4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and is the facility located at a distance (as calculated using an appropriate formula) such that a discharge from the facility would shut down a public drinking water intake?

   Yes _____ No __X__

5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons and has the facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last 5 years?

   Yes _____ No __X__