

VanHorn, Kristen, NMENV

WRG 2018
ENTERED

From: VanHorn, Kristen, NMENV
Sent: Wednesday, October 31, 2018 8:42 AM
To: Moore, John; 'O'Brien, Jessica L'
Cc: Suzuki, Michiya, NMENV
Subject: FW: Submittals

Good morning,
Have you been able to pull together to information below for the submittals?

Please submit the info as soon as possible. Or if you've sent it already, please let us know when you sent it so we can check our mail log.

Thank you,
Kristen

From: VanHorn, Kristen, NMENV
Sent: Wednesday, October 3, 2018 8:46 AM
To: 'O'Brien, Jessica L' <Jessica.L.O'Brien@andeavor.com>; Moore, John <John.Moore@andeavor.com>
Cc: Suzuki, Michiya, NMENV <Michiya.Suzuki@state.nm.us>
Subject: Submittals

Good morning,
Our librarian is in the process of entering your most recent submittals and there are a few issues that need to be addressed before they can be processed.

The disc included with the 2015 Groundwater Report is incomplete: it has no tables, figures or appendices and it is not converted to pdf. Also it seems like 2 redline versions were sent, no clean copy of the report in pdf, no extra disk for the second copy.

The disc included with the 2016 Groundwater Report has no tables, figures or appendices and it appears nothing is converted to pdf, no extra disc was included.

The 4th Quarter Hydrocarbon Seep Report has only one copy submitted.

Our librarian can't do anything with these reports until the full electronic copies are sent in.

Please submit two discs for the 2015 and 2016 revised Reports with redline strike out versions, clean revised version, all tables and figures and laboratory data and also make sure all of the tables and figures and appendices are included in both the paper copies and the pdf versions on the discs. Also, please send an additional copy of the 4th Quarter Report. Make sure the submittals include cover letters as well.

Once we get the discs, the reports will be added to the record.

If you have any questions, please contact us.

Thank you,
Kristen

Kristen Van Horn
2905 Rodeo Park Drive East
Building 1
Santa Fe, NM 87505
Phone: 505-476-6046
Kristen.VanHorn@state.nm.us

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