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**MEMO**

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Date:

December 9, 2013

ARCADIS Project No.:

WI001368

Subject:

Sampling Memorandum  
Polynuclear Aromatic Hydrocarbon (PAH) Background Sampling Plan  
Madison-Kipp

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This sampling memorandum outlines the scope of work and sampling procedures presented in the Polynuclear Aromatic Hydrocarbon (PAH) Background Sampling Work Plan (Work Plan) submitted to the Wisconsin Department of Natural Resources (WDNR) on August 1, 2013. All personnel participating in field efforts are required to read this sampling plan, become familiar with the field procedures, and implement the procedures to meet the Work Plan goals.

The goal of the Work Plan is to collect a sufficient number of soil samples for PAH laboratory analysis to provide background PAH data near the Madison-Kipp Site. Proposed soil boring locations, including recommended locations provided by the WDNR and the City of Madison, are presented on Figure 1. The proposed soil borings are located on City of Madison and/or City right-of-way property, with the exception of Borings 16 and 17, which are located on the Lowell Elementary School property.

The following scope of work was presented in the Work Plan:

- Locate and clear utilities, including private utility locate (Private Lines, Inc.), and Digger's hotline to clear the soil boring locations.
- Advance 24 soil borings on City of Madison, City right-of-way, or school property using hand auger techniques.
- Collect one sample per boring from 0 to 1 foot below ground surface for laboratory analysis of PAHs by United States Environmental Protection Agency SW-846 Method 8270C.

Below is a summary of the sampling methodology that will be followed at each sampling location.

### **Health and Safety**

Prior to beginning the daily activities, the health and safety plan will be reviewed and a tailgate health and safety briefing will be conducted with the personnel involved in the sampling activities. Utility markings will be verified at each sampling location before beginning intrusive work.

### **Soil Boring Advancement**

Prior to advancing each borehole, the area will be cleared of snow and vegetation to expose the soil using a shovel. Each soil boring will be advanced to 1 foot below ground surface using a stainless steel hand auger. A geologist will describe the soil in accordance with the Soil Description Standard Operating Procedure included in Appendix A. If recently placed fill material is observed, the geologist will contact ARCADIS to discuss the findings and determine if the location and/or depth of the sample may be modified in the field.

Companion sampling will be completed at each sample location. Companion soil sampling includes the collection of two aliquots of soil from each sampling interval and placing each aliquot into a separate re-sealable plastic bag. One of the companion samples from each interval will be used for field screening for the presence of total ionizable VOC vapors with a calibrated photoionization detector (PID). The screening samples will be warmed in a vehicle and the headspace PID reading of the soil will be taken by inserting the probe end of the PID into the plastic bag through the seal. The unscreened companion sample will be logged and prepared for analytical testing. Soil description and field screening PID results will be recorded on Soil Boring Logs (WDNR Form 4400-122) and Borehole Abandonment Forms (WDNR Form 3300-005) will be prepared in accordance with WDNR requirements.

### **Soil Sampling for Laboratory Analysis**

The unscreened companion sample will be prepared for laboratory analysis of PAHs. The unscreened sample will be homogenized in the plastic bag. The goal of homogenization is to achieve a consistent physical appearance over the entire sample. Prior to homogenization, twigs, roots, leaves, rocks, and miscellaneous debris will be removed. The sample will be homogenized by mixing the sample thoroughly in the plastic bag. Once homogenized, the soil will be transferred into two clean, 4-ounce glass containers supplied by the laboratory and stored in a cooler on ice until arrival at the laboratory. One duplicate sample will be collected during the sampling activities. The sample will be submitted to TestAmerica Laboratories Inc., in University Park, Illinois for PAHs by Method 8270C for standard turnaround time.

The shovel and hand auger will be decontaminated prior to the collection of each sample by removing excess soil from the hand auger, scrubbing the hand auger in a bucket of potable water mixed

with a non-phosphate detergent, such as Micro-90, rinsed in a separate bucket with distilled water, and then wrapped in aluminum foil.

### **Investigative-Derived Waste Management**

Soil cuttings not used for laboratory analysis will be used to abandon the borehole. Decontamination water will be collected in a 55-gallon steel drum and managed with other wastewaters generated at Madison-Kipp. Disposable sampling equipment and personal protective equipment will be collected in a garage bag and disposed of in the garbage.

## **Soil Description**

Rev. #: 0

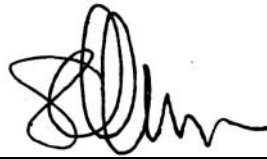
Rev Date: May 20, 2008

**Approval Signatures**



Prepared by: \_\_\_\_\_

Date: 5/22/08



Reviewed by: \_\_\_\_\_

Date: 5/22/08

(Technical Expert)

## I. Scope and Application

This ARCADIS standard operating procedure (SOP) describes proper soil description procedures. This SOP should be followed for all unconsolidated material unless there is an established client-required specific SOP or regulatory-required specific SOP. In cases where there is a required specific SOP, it should be followed and should be referenced and/or provided as an appendix to reports that include soil classifications and/or boring logs. When following a required non-ARCADIS SOP, additional information required by this SOP should be included in field notes with client approval.

This SOP has been developed to emphasize field observation and documentation of details required to:

- make hydrostratigraphic interpretations guided by depositional environment/geologic settings;
- provide information needed to understand the distribution of constituents of concern; properly design wells, piezometers, and/or additional field investigations; and develop appropriate remedial strategies.

This SOP incorporates elements from various standard systems such as ASTM D2488-06, Unified Soil Classification System, Burmister and Wentworth. However, none of these standard systems focus specifically on contaminant hydrogeology and remedial design. Therefore, although each of these systems contain valuable guidance and information related to correct descriptions, strict application of these systems can omit information critical to our clients and the projects that we perform.

This SOP does not address details of health and safety; drilling method selection; boring log preparation; sample collection; or laboratory analysis. Refer to other ARCADIS SOPS, the project work plans including the quality assurance project plan, sampling plan, and health and safety plan (HASP), as appropriate.

## II. Personnel Qualifications

Soil descriptions will be completed only by persons who have been trained in ARCADIS soil description procedures. Field personnel will complete training on the ARCADIS soil description SOP in the office and/or in the field under the guidance of an experienced field geologist. For sites where soil descriptions have not previously been well documented, soil descriptions should be performed only by trained persons with a degree in geology or a geology-related discipline.

## III. Equipment List

The following equipment should be taken to the field to facilitate soil descriptions:

- field book, field forms or PDA to record soil descriptions;
- field book for supplemental notes;
- this SOP for Soil Descriptions and any project-specific SOP (if required);
- field card showing Wentworth scale;
- Munsell® soil color chart;
- tape measure divided into tenths of a foot;
- stainless steel knife or spatula;
- hand lens;
- water squirt bottle;
- jar with lid;
- personal protective equipment (PPE), as required by the HASP; and
- digital camera.

#### **IV. Cautions**

Drilling and drilling-related hazards including subsurface utilities are discussed in other SOPs and site-specific HASPs and are not discussed herein.

Soil samples may contain hazardous substances that can result in exposure to persons describing soils. Routes for exposure may include dermal contact, inhalation and ingestion. Refer to the project specific HASP for guidance in these situations.

#### **V. Health and Safety Considerations**

Field activities associated with soil sampling and description will be performed in accordance with a site-specific HASP, a copy of which will be present on site during such activities. Know what hazardous substances may be present in the soil and understand their hazards. Always avoid the temptation to touch soils with bare hands, detect odors by placing soils close to your nose, or tasting soils.

## VI. Procedure

1. Select the appropriate sampling method to obtain representative samples in accordance with the selected sub-surface exploration method, e.g. split-spoon or Shelby sample for hollow-stem drilling, Lexan or acetate sleeves for dual-tube direct push, etc.
2. Proceed with field activities in required sequence. Although completion of soil descriptions is often not the first activity after opening sampler, identification of stratigraphic changes is often necessary to select appropriate intervals for field screening and/or selection of laboratory samples.
3. Examine all of each individual soil sample (this is different than examining each sample selected for laboratory analysis), and record the following for each stratum:
  - depth interval;
  - principal component with descriptors, as appropriate;
  - amount and identification of minor component(s) with descriptors as appropriate;
  - moisture;
  - consistency/density;
  - color; and
  - additional description or comments (recorded as notes).

The above is described more fully below.

### DEPTH

To measure and record the depth below ground level (bgl) of top and bottom of each stratum, the following information should be recorded.

1. Measured depth to the top and bottom of sampled interval. Use starting depth of sample based upon measured tool length information and the length of sample interval.



2. Length of sample recovered, not including slough (material that has fallen into hole from previous interval), expressed as fraction with length of recovered sample as numerator over length of sampled interval as denominator (e.g. 14/24 for 14 inches recovered from 24-inch sampling interval that had 2 inches of slough discarded).
3. Thickness of each stratum measured sequentially from the top of recovery to the bottom of recovery.
4. Any observations of sample condition or drilling activity that would help identify whether there was loss from the top of the sampling interval, loss from the bottom of the sampling interval, or compression of the sampling interval. Examples: 14/24, gravel in nose of spoon; or 10/18 bottom 6 inches of spoon empty.

**DETERMINATION OF COMPONENTS**

Obtain a representative sample of soil from a single stratum. If multiple strata are present in a single sample interval, each stratum should be described separately. More specifically, if the sample is from a 2-foot long split-spoon where strata of coarse sand, fine sand and clay are present, then the resultant description should be of the three individual strata unless a combined description can clearly describe the interbedded nature of the three strata. Example: Fine Sand with interbedded lenses of Silt and Clay, ranging between 1 and 3 inches thick.

Identify principal component and express volume estimates for minor components on logs using the following standard modifiers.

Modifier	Percent of Total Sample (by volume)
and	36 - 50
some	21 - 35
little	10 - 20
trace	<10

Determination of components is based on using the Udden-Wentworth particle size classification (see below) and measurement of the average grain size diameter. Each size grade or class differs from the next larger grade or class by a constant ratio of 1/2. Due to visual limitations, the finer classifications of Wentworth’s scale cannot be distinguished in the field and the subgroups are not included. Visual determinations in the field should be made carefully by comparing the sample to the field gauge card that shows Udden-Wentworth scale or by measuring with a ruler. Use of field sieves s

recommended to assist in estimating percentage of coarse grain sizes. Settling test or wash method (Appendix X4 of ASTM D2488) is recommended for determining presence and estimating percentage of clay and silt.

Udden-Wenworth Scale Modified ARCADIS, 2008			
Size Class	Millimeters	Inches	Standard Sieve #
Boulder	256 – 4096	10.08+	
Large cobble	128 - 256	5.04 -10.08	
Small cobble	64 - 128	2.52 – 5.04	
Very large pebble	32 – 64	0.16 - 2.52	
Large pebble	16 – 32	0.63 – 1.26	
Medium pebble	8 – 16	0.31 – 0.63	
Small pebble	4 – 8	0.16 – 0.31	No. 5 +
Granule	2 – 4	0.08 – 0.16	No.5 – No.10
Very coarse sand	1 -2	0.04 – 0.08	No.10 – No.18
Coarse sand	½ - 1	0.02 – 0.04	No.18 - No.35
Medium sand	¼ - ½	0.01 – 0.02	No.35 - No.60
Fine sand	1/8 -¼	0.005 – 0.1	No.60 - No.120
Very fine sand	1/16 – 1/8	0.002 – 0.005	No. 120 – No. 230
Silt (subgroups not included)	1/256 – 1/16	0.0002 – 0.002	Not applicable (analyze by pipette or hydrometer)
Clay (subgroups not included)	1/2048 – 1/256	.00002 – 0.0002	

Identify components as follows. Remove particles greater than very large pebbles (64-mm diameter) from the soil sample. Record the volume estimate of the greater than very large pebbles. Examine the sample fraction of very large pebbles and smaller particles and estimate the volume percentage of the pebbles, granules, sand, silt and clay. Use the jar method, visual method, and/or wash method (Appendix X4 of ASTM D2488) to estimate the volume percentages of each category.

Determination of actual dry weight of each Udden-Wentworth fraction requires laboratory grain-size analysis using sieve sizes corresponding to Udden-Wentworth fractions and is highly recommended to determine grain-size distributions for each hydrostratigraphic unit.

Lab or field sieve analysis is advisable to characterize the variability and facies trends within each hydrostratigraphic unit. Field sieve-analysis can be performed on selected samples to estimate dry weight fraction of each category using ASTM D2488 Standard Practice for Classification of Soils for Engineering Purposes as guidance, but replace required sieve sizes with the following Udden-Wentworth set: U.S. Standard sieve mesh sizes 6; 12; 20; 40; 70; 140; and 270 to retain pebbles; granules; very coarse sand; coarse sand; medium sand; fine sand; and very fine sand, respectively.

### **PRINCIPAL COMPONENT**

The principal component is the size fraction or range of size fractions containing the majority of the volume. Examples: the principal component in a sample that contained 55% pebbles would be "Pebbles"; or the principal component in a sample that was 20% fine sand, 30% medium sand and 25% coarse sand would be "Fine to coarse Sand" or for a sample that was 40% silt and 45% clay the principal component would be "Clay and Silt".

Include appropriate descriptors with the principal component. These descriptors vary for different particle sizes as follows.

Angularity – Describe the angularity for very coarse sand and larger particles in accordance with the table below (ASTM D-2488-06). Figures showing examples of angularity are available in ASTM D-2488-06 and the ARCADIS Soil Description Field Guide.

Description	Criteria
Angular	Particles have sharp edges and relatively plane sides with unpolished surfaces.
Subangular	Particles are similar to angular description but have rounded edges.
Subrounded	Particles have nearly plane sides but have well-rounded corners and edges.
Rounded	Particles have smoothly curved sides and no edges.

Plasticity – Describe the plasticity for silt and clay based on observations made during the following test method (ASTM D-2488-06).

- As in the dilatancy test below, select enough material to mold into a ball about ½ inch (12 mm) in diameter. Mold the material, adding water if necessary, until it has a soft, but not sticky, consistency.
- Shape the test specimen into an elongated pat and roll by hand on a smooth surface or between the palms into a thread about 1/8 inch (3 mm) in diameter. (If the sample is too wet to roll easily, it should be spread into a thin layer and allowed to lose some water by evaporation.) Fold the sample threads and reroll repeatedly until the thread crumbles at a diameter of about 1/8 inch. The thread will crumble when the soil is near the plastic limit.

Description	Criteria
Nonplastic	A 1/8 inch (3 mm) thread cannot be rolled at any water content.
Low	The thread can barely be rolled and the lump cannot be formed when drier than the plastic limit.
Medium	The thread is easy to roll and not much time is required to reach the plastic limit. The thread cannot be rerolled after reaching the plastic limit. The lump crumbles when drier than the plastic limit.
High	It takes considerable time rolling and kneading to reach the plastic limit. The thread can be rolled several times after reaching the plastic limit. The lump can be formed without crumbling when drier than the plastic limit.

Dilatancy – Describe the dilatancy for silt and silt-sand mixtures using the following field test method (ASTM D-2488-06).

- From the specimen select enough material to mold into a ball about ½ inch (12 mm) in diameter. Mold the material adding water if necessary, until it has a soft, but not sticky, consistency.
- Smooth the ball in the palm of one hand with a small spatula.
- Shake horizontally, striking the side of the hand vigorously with the other hand several times.
- Note the reaction of water appearing on the surface of the soil.
- Squeeze the sample by closing the hand or pinching the soil between the fingers, and note the reaction as none, slow, or rapid in accordance with the table below. The reaction is the speed with which water appears while shaking and disappears while squeezing.

Description	Criteria
None	No visible change in the specimen.
Slow	Water appears slowly on the surface of the specimen during shaking and does not disappear or disappears slowly upon squeezing.
Rapid	Water appears quickly on the surface of the specimen during shaking and disappears quickly upon squeezing.

**MINOR COMPONENT(S)**

The minor component(s) are the size fraction(s) containing less than 50% volume. Example: the identified components are estimated to be 60% medium sand to granules, 25 % silt and clay; 15 % pebbles – there are two identified minor components: silt and clay; and pebbles.

Include a standard modifier to indicate percentage of minor components (see Table on Page 5) and the same descriptors that would be used for a principal component. Plasticity should be provided as a descriptor for the silt and clay. Dilatancy should be provided for silt and silt-sand mixtures. Angularity should be provided as a descriptor for pebbles and coarse sand. For the example above, the minor constituents with

modifiers could be: some silt and clay, low plasticity; little medium to large pebbles, sub-round.

**SORTING**

Sorting is the opposite of grading, which is a commonly used term in the USCS or ASTM methods to describe the uniformity of the particle size distribution in a sample. Well-sorted samples are poorly graded and poorly sorted samples are well graded. ARCADIS prefers the use of sorting for particle size distributions and grading to describe particle size distribution trends in the vertical profile of a sample or hydrostratigraphic unit because of the relationship between sorting and the energy of the depositional process. For soils with sand-sized or larger particles, sorting should be determined as follows:

- Well sorted – the range of particle sizes is limited (e.g. the sample is comprised of predominantly one or two grain sizes)
- Poorly sorted – a wide range of particle sizes are present

You can also use sieve analysis to estimate sorting from a sedimentological perspective; sorting is the statistical equivalent of standard deviation. Smaller standard deviations correspond to higher degree of sorting (see Remediation Hydraulics, 2008).

**MOISTURE**

Moisture content should be described for every sample since increases or decreases in water content is critical information. Moisture should be described in accordance with the table below (percentages should not be used unless determined in the laboratory).

Description	Criteria
Dry	Absence of moisture, dry to touch, dusty.
Moist	Damp but no visible water.
Wet (Saturated)	Visible free water, soil is usually below the water table.

**CONSISTENCY or DENSITY**

This can be determined by standard penetration test (SPT) blow counts (ASTM D-1586) or field tests in accordance with the tables below. For SPT blow counts the N-value is used. The N-value is the blows per foot for the 6” to 18” interval. Example: for 24-inch spoon, recorded blows per 6-inch interval are: 4/6/9/22. Since the second interval is 6” to12”, the third interval is 12” to 18”, the N value is 6+9, or 15. Fifty blow counts for less than 6 inches is considered refusal.

**Fine-grained soil – Consistency**

Description	Criteria
Very soft	N-value < 2 or easily penetrated several inches by thumb.
Soft	N-value 2-4 or easily penetrated one inch by thumb.
Medium stiff	N-value 9-15 or indented about ¼ inch by thumb with great effort.
Very stiff	N-value 16-30 or readily indented by thumb nail.
Hard	N-value > than 30 or indented by thumbnail with difficulty

**Coarse-grained soil – Density**

Description	Criteria
Very loose	N-value 1- 4
Loose	N-value 5-10
Medium dense	N-value 11-30
Dense	N-value 31- 50
Very dense	N-value >50

**COLOR**

Color should be described using simple basic terminology and modifiers based on the Munsell system. Munsell alpha-numeric codes are required for all samples. If the sample contains layers or patches of varying colors this should be noted and all representative colors should be described. The colors should be described for moist

samples. If the sample is dry it should be wetted prior to comparing the sample to the Munsell chart.

### **ADDITIONAL COMMENTS (NOTES)**

Additional comments should be made where observed and should be presented as notes with reference to a specific depth interval(s) to which they apply. Some of the significant information that may be observed includes the following.

- **Odor** - You should not make an effort to smell samples by placing near your nose since this can result in unnecessary exposure to hazardous materials. However, odors should be noted if they are detected during the normal sampling procedures. Odors should be based upon descriptors such as those used in NIOSH "Pocket Guide to Chemical Hazards", e.g. "pungent" or "sweet" and should not indicate specific chemicals such as "phenol-like" odor or "BTEX" odor.
- Structure
- Bedding planes (laminated, banded, geologic contacts )
- Presence of roots, root holes, organic material, man-made materials, minerals, etc.
- Mineralogy
- Cementation
- NAPL presence/characteristics, including sheen (based on client-specific guidance)
- Reaction with HCl (typically used only for special soil conditions)
- Origin, if known (capital letters: LACUSTRINE; FILL; etc.)



**EXAMPLE DESCRIPTIONS**

51.4 to 54.0' Clay, some silt, medium to high plasticity; trace small to large pebbles, subround to subangular up to 2" diameter; moist; stiff; dark grayish brown (10YR 4/2)  
NOTE: Lacustrine; laminated 0.01 to 0.02 feet thick, laminations brownish yellow (10 YR 4/3).



32.5 to 38.0' Sand, medium to Pebbles, coarse; sub-round to sub-angular; trace silt; poorly sorted; wet; grayish brown (10YR5/2). NOTE: sedimentary, igneous and metamorphic particles.

Unlike the first example where a density of cohesive soils could be estimated, this rotosonic sand and pebble sample was disturbed during drilling (due to vibrations in a loose Sand and Pebble matrix) so no density description could be provided. Neither sample had noticeable odor so odor comments were not included.

The standard generic description order is presented below.

- Depth

- Principal Components
  - Angularity for very coarse sand and larger particles
  - Plasticity for silt and clay
  - Dilatancy for silt and silt-sand mixtures
- Minor Components
- Sorting
- Moisture
- Consistency or Density
- Color
- Additional Comments

## **VII. Waste Management**

Project-specific requirements should be identified and followed. The following procedures, or similar waste management procedures are generally required.

Water generated during cleaning procedures will be collected and contained onsite in appropriate containers for future analysis and appropriate disposal. PPE (such as gloves, disposable clothing, and other disposable equipment) resulting from personnel cleaning procedures and soil sampling/handling activities will be placed in plastic bags. These bags will be transferred into appropriately labeled 55-gallon drums or a covered roll-off box for appropriate disposal.

Soil materials will be placed in sealed 55-gallon steel drums or covered roll-off boxes and stored in a secured area. Once full, the material will be analyzed to determine the appropriate disposal method.

## **VIII. Data Recording and Management**

Upon collection of soil samples, the soil sample should be logged on a standard boring log and/or in the field log book depending on Data Quality Objectives (DQOs) for the task/project. Two examples of standard boring logs are presented below.

The general scheme for soil logging entries is presented above; however, depending on task/project DQOs, specific logging entries that are not applicable to task/project goals may be omitted at the project manager's discretion. In any case, use of a consistent logging procedure is required.

Completed logs and/or logbook will be maintained in the task/project field records file. Digital photographs of typical soil types observed at the site and any unusual features should be obtained whenever possible. All photographs should include a ruler or common object for scale. Photo location, depth and orientation must be recorded in the daily log or log book and a label showing this information in the photo is useful.

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Sample Log

Well/Boring \_\_\_\_\_ Project Name and No. \_\_\_\_\_

Site \_\_\_\_\_ Drilling \_\_\_\_\_ Drilling \_\_\_\_\_  
 Location \_\_\_\_\_ Started \_\_\_\_\_ Completed \_\_\_\_\_

Total Depth Drilled \_\_\_\_\_ feet Hole Diameter \_\_\_\_\_ inches Sampling Interval \_\_\_\_\_ feet

Length and Diameter \_\_\_\_\_ Type of Sampling Device \_\_\_\_\_  
 of Sampling Device \_\_\_\_\_

Drilling Method \_\_\_\_\_ Drilling Fluid Used \_\_\_\_\_

Drilling Contractor \_\_\_\_\_ Driller \_\_\_\_\_ Helper \_\_\_\_\_

Prepared \_\_\_\_\_ Hammer \_\_\_\_\_ Hammer \_\_\_\_\_  
 By \_\_\_\_\_ Weight \_\_\_\_\_ Drop \_\_\_\_\_ inches

Sample Depth (feet below land surface)		Sample Recovery (feet)	Time/Hydraulic Pressure or Blows per 6 inches	Sample Description	PID (ppm)
From	To				

## IX. Quality Assurance

Soil descriptions should be completed only by appropriately trained personnel. Descriptions should be reviewed by an experienced field geologist for content, format and consistency. Edited boring logs should be reviewed by the original author to assure that content has not changed.

## X. References

ARCADIS Soil Description Field Guide, 2008 (in progress)

Munsell® Color Chart – available from Forestry Suppliers, Inc.- Item 77341 “Munsell® Color Soil Color Charts

Field Gauge Card that Shows Udden-Wentworth scale – available from Forestry Suppliers, Inc. – Item 77332 “Sand Grain Sizing Folder”

ASTM D-1586, Test Method for Penetration Test and Split-Barrel Sampling of Soils

ASTM D-2488-00, Standard Practice for Description and Identification of Soils (Visual-Manual Procedure)

United States Bureau of Reclamation. Engineering Geology Field Manual. United States Department of Interior, Bureau of Reclamation.  
<http://www.usbr.gov/pmts/geology/fieldmap.htm>

Petrology of Sedimentary Rocks, Robert L. Folk, 1980, p. 1-48

NIOSH Pocket Guide to Chemical Hazards

Remediation Hydraulics, Fred C. Payne, Joseph A. Quinnan, and Scott T. Potter, 2008, p 59-63