

FACILITIES IPT MEETING (DUMPFRIES, VA)

11/05/2003

1.0 DATE AND TIME.

November 5, 2003.

2.0 LOCATION.

Sverdrup Office – Dumfries, VA.

3.0 ATTENDEES.

- Mr. Jere Brown – Sverdrup
- Mr. Rich Hamner – USMC I&L
- Major Ward – USMC I&L
- Mr. Nick Zeoli – MARFORLANT
- CDR Susan Globokar – MARFORPAC
- Mr. Eric Henningsen – New Breed
- Mr. Jack Zimmerman – New Breed
- Mr. Ted LeJeune – New Breed
- Capt Dan Dukes - MARCORSYSCOM

4.0 ADMINISTRATIVE NOTES.

None.

5.0 SCOPE OR PURPOSE.

Mr. Brown opened with introductions, a brief overview of the SLAM program background, and a review of the Facility IPT agenda (attached).

6.0 AGENDA.

None.

7.0 DISCUSSION.

7.1 Significant Issues.

NBC Mask Issue – Facility requirements TBD due to potential changes in NBC Mask issue point (CIF proximity or CSF). NBC Leadership IPT currently working.

PALCON Storage – CSF or individual units. NBC Leadership IPT currently working.

Unit Relocation Funding – Funding Requirements TBD following site assessments by New Breed.

T1 Supportability at each CSF – Potential impact to Facilities schedule must be monitored closely during assessment process.

Commercial Warehousing – Potential use of commercial warehouses a locations where on-base facilities are not available should be considered.

Next Facilities IPT Meeting – Teleconference scheduled for 1400 (EST) 20 Nov 04 via the SLAM phone bridge.

7.2 CSF Facility Requirements.

Mr. Henningsen provided an overview of the CSF Facility Requirements documentation package, including a review of the representative CSF drawing package. All draft CSF requirements documentation is currently available on the SLAM portal found at (<http://pmnbc.ctcorp.com/>). There was a significant discussion regarding the facility assessment process. Mr. Brown stated that Barstow and Albany site assessments will need to be added to the schedule, per PM-NBC direction. Mr. Hamner stated that preliminary discussions with these sites had determined that no space is available. Mr. Henningsen stated that before an assessment can be conducted facility requirements would also need to be determined. Mr. Hamner requested that a specific facility requirement document for each location be added to the portal for each location. There was additional discussion regarding the need for preparation of DD1391 documentation for each facility project as an end product, in addition to drawings and upfit specifications. Major Ward provided an example of a completed DD 1391 package for New Breed to review. Mr. Henningsen agreed that New Breed would complete a draft DD 1391 package for each location as part of final facility documentation, for review and approval by the Facility IPT.

Mr. Hamner stressed that site assessment takeaways included full DD 1391 documentation. This includes site approval, NEPA compliance, collateral equipment list and cost, facilities cost estimates sorted by work category, economic analysis, and must be provided to PM NBC after review/approval by Base, MARFOR, and HQMC (LF). Use of the web portal is permissible to facilitate this intense effort.

7.3 JFAT Makeup & Charter

Mr. Brown reviewed a draft Facility IPT Charter and IPT membership. Several suggested changes to the charter were discussed. Mr. Zeoli stated that IPT membership should be limited to the group in the room, and that the MEF and Base & Station personnel would participate as needed during the facility assessment process. The group agreed with this approach.

7.4 MEF, Base & Station POC

Cmdr Globokar and Mr. Zeoli provided preliminary contact information for MEF and Base & Station personnel.

7.5 Assessment Schedule

The IPT discussed the draft facility assessment schedule put forth several weeks ago following the initial Facility IPT meeting. Cmdr Globokar pointed out that, given the need for the bases to provide documentation one week in advance of the trips, that this schedule was already invalid. Additional considerations for the current schedule were the known holiday leave periods and anticipated BRAC workload. The IPT determined the following revised schedule could be supported, subject to verification by MARFORS, provided actions described above to issue the Tasker occur this week. This provides the month of November for bases to accumulate data packages for review by New Breed prior to site assessments.

Pendleton	December 1, 2, 3
29 Palms	December 4, 5
Miramar	December 8, 9
Yuma	December 11, 12
Hawaii	December 15, 16
Lejeune	January 5, 6
New River	January 7, 8
Cherry Point	January 12, 13
Beaufort	January 14, 15
Iwakuni	January 19, 20
Okinawa	January 22, 23
Barstow	January 26 (tentative)
Albany	January 28 (tentative)
Quantico	January 29 (Validate MCB Quantico and MCAF Quantico requirements)

Mr. Henningsen pointed out that this schedule delay would push the projected end date for full CSF standup to August 2004, a minimum of one-month delay. There was additional discussion regarding availability of buildings meeting requirements by location. Cmdr Globokar stated that she would need to reassess, since early square footage numbers had been utilized. Tentative status for I and III MEF as follows:

7.6 I MEF.

Pendleton – No facilities available of significant size. Most buildings 40' x 100' Quonset hut configuration. Building 23194, potential for anchor site, is currently housing 1st FSSG. IPT agreed that the need for off-base warehousing could be the preferred approach for this location, if acceptable to the operating forces.

29 Palms – No facilities available

Miramar – Facility available meeting requirements, base estimates \$28/sq ft upfit required.

Yuma – Facility available meeting requirements (base estimates \$150K-172K requirements to upfit 3300 ft2)

7.7 III MEF.

Hawaii – Facility available meeting requirements, but in disrepair - adjacent to airfield.

Okinawa – Facility available meeting requirements (up-fitting required).

Iwakuni – Facility available meeting requirements (up-fitting required).

Mr. Zeoli provided his current facility availability information for II MEF.

7.8 II MEF.

Lejeune – Building 907, 2nd FSSG available and all 2nd Marine Division buildings

New River - Facility available meeting requirements.

Cherry Point – No facilities available, but may come available through activity of other programs freeing up space.

Beaufort - No facilities available, but may come available through activity of other programs freeing up space.

7.9 The Way Ahead

Significant discussion regarding the need for ALMAR release prior to tasking MEF and Base and Station personnel with developing list of candidate facilities and “feasibility to support” PM-NBC facility requirements. Three courses of action were considered:

a. Wait for ALMAR release.

Estimated at November 30 – this COA results in a thirty day delay in issuance of Tasker to bases to develop “feasibility to support”, a delay the IPT determined unacceptable.

b. Issue Memorandum in Anticipation of ALMAR.

While expediting the process, the IPT determined this circumvention of the ALMAR process would not be supported by the CGs.

c. PM NBCD release Tasker to MARFORs Referencing the MROC Decision and this IPT Meeting.

Issuance of a message from PM NBCD to the MARFORs requesting feasibility to support the data call and schedule for the facility assessments referencing the MROC decision memorandum, this IPT meeting, and the requirements prepared by New was determined by

the IPT group to be the most expeditious process to move the facility assessment process forward.

8.0 ACTION ITEMS.

Table 8-1. Actions.

Who	What	Due
Mr. Brown	Verify Albany and Barstow assessment need to be done and develop preliminary requirements.	Not later than 14 Nov 03.
Mr. Henningsen	Develop site specific facility requirements document including CONOPS for each location and post to portal.	No later than 17 Nov 03.
Mr. Brown	Email CSF/Facility/Equipment requirements (exhibits 4-6) to MARFORS.	Not later than 7 Nov 03.
Brown, Hamner, and Zeoli	Draft document for issuance	By the end of the week (draft completed and sent to PM, NBCD on 6 Nov 2003).
Mr. Brown	Issue updated charter document, incorporating suggested changes.	Not later than 14 Nov 03.
	Amend Facility IPT membership chart.	
	Issue POC listing to the Facility IPT group.	
Mr. Zeoli and Cmdr. Globokar	Verify current facility availability information and determine feasibility of draft assessment schedule described above.	No later than 19 Nov 03

9.0 FUTURE PLANS.

Next Facilities IPT Meeting – Teleconference scheduled for 1400 (EST) 20 Nov 04 via the SLAM phone bridge.