

8/25/05 - 017277

August 25, 2005

0900-1000

**Meeting Minutes**

**Re: Meeting with ROICC representative - ABL Site 5 PRB construction  
Yorktown Naval Weapons Station, Yorktown, Virginia**

**Attendees**

William Wells/ROICC office  
Steven Martin/NAVFAC  
Dave Leadenham/AGVIQ Environmental  
Steve Glennie/CH2M HILL  
Sandy Brown/CH2M HILL

**Summary of Discussions**

The objective of the meeting is to discuss the scope and schedule for the construction of the permeable reactive barrier (PRB) wall at Site 5, Allegany Ballistics Laboratory (ABL) located in Rocket Center, West Virginia.

Steve Glennie provided a background summary of Site 5 and the PRB construction project. Dave Leadenham explained the Joint Venture between AGVIQ and CH2M HILL.

The schedule for the PRB construction is dependent on signature of the Record of Decision (ROD) which is currently in Navy and USEPA legal review. A pre-bid meeting was held with potential subcontractors on site on August 18, 2005. Bids are due next week. If there are delays to the project it could affect the construction costs of the project.

Potential affects on the project due to schedule slippage were discussed. It was noted that January and February are the hardest months to do construction due to the weather. If possible, it is agreed that construction will be completed before the cold weather. If that's not possible, the Joint Venture will work with the subcontractors to determine how to best work in the cold weather.

A construction completion date was not included in the award document issued to the Joint Venture. The ROICC office would like a definitive date to be added in the award document to clearly establish milestones/completion dates (e.g. 180 days after the ROD is received).

Dave Leadenham will work with the ROICC to establish these dates once the regulatory issues are resolved, allowing a notice to proceed date be finalized.

A brief conference call with Pam Argilan/NAVFAC Contract Specialist was held. It was agreed that contract authority for this project will be delegated to the ROICC office.

A pre-construction meeting including the ROICC office will take place approximately 2 weeks before mobilization. The specific start date of mobilization will be determined at the meeting. As part of the pre-construction meeting quality control issues will be discussed to work out various issues including logistical matters issues such as base access, site conditions, etc.

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The ROICC office indicated the following information to keep them updated on the construction project:

- Good communication
- Daily reports
- Digital photos

### **Health and Safety Plan**

The ROICC office indicated that health and safety is a top priority and encouraged the team to ensure that the Health and safety plan is site specific.

### **Payments**

Tom Warrenton/ConREP (Engineering Tech) will be responsible for verifying work complete in support of monthly invoicing. It's important that Tom is made aware of details regarding the project in order to facilitate timely payment.

### **Construction of Gravel Road**

A gravel road will be built in order for construction equipment/vehicles to get to the construction site. If possible, the Joint Venture would like to keep the road in place for ATK's future use. The ROICC agreed to this approach assuming the new road meets ATK facility requirements.

The ROICC office suggests the Joint Venture work with ATK to determine their standards for gravel road construction, i.e. width, depth, gravel type. Present a cross section to ATK of the proposed road. Check on whether a land-use permit is needed.

### **Tree Removal**

At least 1 large tree will have to be cut down during construction. The ROICC office requests the Joint Venture work with ATK for their approval for any tree removal and get documentation of the facilities approval.

### **Munitions and Explosives of Concern (MEC)**

The Joint Venture understands that the Navy and ATK will issue a "Memorandum to File" indicating that there is no expected MEC's in the area where the Site 5 PRB is to be constructed.

### **Action Items**

Action Item #1: The Joint Venture will send ROICC project documents once the ROICC is granted contract authority.

Action Item #2: The Joint Venture will provide the construction specifics for the Site access road to ATK.