

LANT HQ ROICC CONFERENCE

Meeting Minutes

15 JAN 03

State of the EFD - RDML Loose

- The Resident Officer In Charge of Construction can be compared to a CO with two XO's (the SGE and SCS).
- CLF cut \$110 million out of a \$160M program. Working with CLF to minimize impacts (\$60 M has been restored since the conference).
- ROICCs need to continue forwarding problems with upward obligations so HQ can engage CLF.
- Safety is number one priority. Should be considered in every contractor eval
- Many big picture events (i.e. BRAC 5, CNI, etc) are on-going that can affect LANTDIV. We will keep you informed of developments.
- ATPF will remain a high priority even with shrinking budgets.
- Goals:
 - a. Need to be indispensable to your clients.
 - b. Community management is everyone's responsibility
 - c. Need to streamline acquisition methods to remain competitive with other service providers.
 - d. Need to develop highly skilled workforce to remain competitive. NEADS and CM Plans will help us.
 - e. FacTS – Everyone should review and each office should choose two issues from their individual survey results to work (due to IPT Ops Officer 12 Feb).
Main areas of concern for LANTDIV as a whole were:
 - I am not treated equally.
 - Appropriate actions aren't taken against poor performers
 - Recognition not always merit based
 - Mentoring program needs attention
 - Don't feel that the leadership will take action on survey results
 - f. Resources – Trying to normalize the workforce by looking at long-term workload. Ex: Don't want to hire civilians for a spike in FY04 and then turn around and RIF them in FY05 due to a decline. We need to leverage CASU hours to make up the difference when we encounter a workload spike.
 - g. Construction – Lessons learned – We need to make sure that we are partnering with contractors and do TABS correctly to help correct long-standing problems.
 - h. Metrics – The LANTDIV BOD is rethinking metrics. New metrics will include cost and time growth, and income to expense ratios. Stay tuned.
 - i. Work Force Shaping – Need to develop our team members for the future. Take care of your people by telling them the deal and helping them get where they need to go. He wants people to look forward to coming to work.

Workforce Shaping 2010 – John McLaren

- See Powerpoint presentation.

- IT proficiency is very important.
- Need specialized engineers that are experts in scheduling, etc.
- Pay attention. This is a dangerous time and we must avoid a rapid drain of our technical experience.
- Working with IT on portable (exportable) training.
- Every 809 series employee will get a letter outlining the community management strategy for their series.

FY03 STAFFING WIP/WORKLOAD – Sean Sweeney

- See Powerpoint presentation
- RDML Loose is adjusting manhours to account for long-term workload forecasts
- DSM/ESPC is taken into account WIP Group 20 when determining resources.

Direct Reimbursements – John McLaren

- See Powerpoint presentation
- NAVFAC expects ROICC offices to make 6% of their funding allocation with reimbursable \$\$\$
- Contact your Construction Manger anytime you run into a reimbursable situation so that we can maintain a consistent approach with our clients.

Contractor Consequences on Safety – Bill Garrett

- See Powerpoint presentation
- Command's #1 priority is Safety
- EM 385-1-1 due out next month.
- Spike in safety mishaps the first quarter primarily on waterfront and housing.

CDR CRUM

- Wiring diagram of the OPS Organization (including the ROICCs) was presented.
- ROICCs can talk to the ALnO, IPT Leader or Construction Manager for construction issues, but CM's should be their 1st stop for "normal" issues
- Although the construction managers are in OPR, they work for IPT's when supporting "their" ROICC's
- Undefined changes are a good thing, but they need to get quickly definitized.
- RDML Loose is ready to take on our issues. We need concise, accurate info when asking for impacts on the field.
- OICC-PWO has role in how conduct business. ROICC's must reinforce this concept. HQ also has a role and PWO's will soon see guidance.
- Safety – if a Ktr is not responding – you are obligated to shut them down . LANTDIV HQ will support you.
- Next conference will be Oct 03, here in Norfolk in conjunction with national S.A.M.E. conference. Attendees may be all LANTDIV or another HQOPS only. Decision will be made after someone is hired for the CI5 slot at HQ.

Afternoon Breakout

CRANE SAFETY – Bill Garrett, John Hancher

- See Powerpoint presentation
- NCC does not currently cover Marine Corps Bases

SURETRAK Scheduling – Jim Elmore

- Quality and timeliness go hand in hand
- “Do you know the line?” – AREICC/AROICC should always be aware of the true status of their projects
- SOUTHDIV is using schedules to make payments
- CDR Crum said that there is only one way to manage construction – with a schedule. HQOPS will be looking at how we do things regarding schedules and will provide good ideas from others to all.

Design Build – Joe Formato

- We have to justify why we’re not going to use design build (NAVFAC has made it clear that it is the tool of choice.
- See Powerpoint presentation
- Once the contract is awarded the ROICC is responsible to administer both the construction effort and the design effort
- The station awarded projects are tougher than those awarded by LANTDIV

Tabs - Jim Ewing

- Training sessions are ongoing for ROICC contractors
- Continuous problems that HQ is seeing include: late submittals, failure to resubmit, incomplete sub., controls test plan late
- This is a personal interest item of RDML loose. He does not want us to BOD facilities until they are truly finished.

Facility Engr Series – Brenda Horne

- New acquisition series for engineers. 08XX no longer in SPRDE now in FE (Facilities Engineer) group.
- AQ 101 already available and will count
- FE 101 will be available in June 03 for Level II certification
- FE 301 still being developed
- New requirement for continuous learning (80 hrs.) applies to FE career field.
- Expanding FE career fields 802’s

CAPT CLARK

- Hiring 2 people to replace Gary Mackey (Deputy to CAPT Clark and CI5)
- End of year dump at CLF. He worries about CLF’s FY03 program. Millions of dollars are needed to fund new training ranges in FL (result of Vieques closure). Supplemental appropriation may come. If it doesn’t there will be impacts.
- MCON – build-up in Middle East may affect WIP.
- Design Build is going to be the way we do things in the future. Some EFD’s use DB a lot. LANT less. RDML Loose will continue to push DB.

- We may have requirements for 0-4's and below to work contracts issues in the Middle East. Anyone interested should contact IPT Ops Officer and/or CDR Crum before talking with detailers.

Phil Smith – EV Projects

- See Powerpoint presentation
- Shifting from cost plus to more Firm Fixed Price. Will require more ROICC oversight.
- Cannot change parameters or scope without state and EPA concurrence
- Mr. Smith wants to know impacts on field of this change. Should be coordinated through your OPR Construction Manager or IPT

AQ – Dave Lamoureux

- See Powerpoint presentation
- Contract actions coming down due to JOC, TOC, MAC type contracts.
- “If scopes are not adequately defined, it cannot go on the street
- 3 practices a concern
 - a. Year end dumps with undefined scopes and no promises to pay
 - b. Awarding contracts just to obligate money. Figure out scope late.
 - c. Using 8A contractors to get to “preferred” contractors
- T for D's and claims, assume your position will have to be defended in court, documentation is the key!
- Since the conference there has been a lot of talk at HQ about this. Dave Lamoureux will issue written guidance (chopped word-by-word by RDML Loose) soon.

FSC PLP – Jim Bailey

See Powerpoint presentation

FacTS – Lori Wang

- See Powerpoint presentation
- Look at Level IV issues for things that you can change (your plan is due to your IPT Ops Officer by 12 Feb.

NMCI Implementation – Tim Davidson

- see Powerpoint presentation
- Should result, overall, in hardware improvements at your desk.
- Customer service is to be provided within 24 hours
- Printers reduced, there will be 1 printer/25 people or within 50'
- OPR will provide NAVFAC's “blue disk” so that all ROICC's are working from the same baseline.

Metrics – Bill Colden

- See Powerpoint presentation
- Additional metrics (Income/Expense ratio), etc. will be added
- More to follow on this because it is a NAVFAC and LANTDIV wide issue.

Design Reviews – Marc Lambert

- See Powerpoint presentation
- ROICC need to participate on AQ decisions, FAC-Ds, charettes. A FAC-D is a full blown two week process to identify scopes and site specific concerns. A charette is a scaled back version of a FAC-D.
- Dr. checks will allow all parties to provide comments on line. Benefits will be that all comments are documented and it is readily apparent to all who has missed a due date.
- Comments from the field are an important part of the process. Participation early pays dividends down the road.

WEBCM – John Vogt

- See Powerpoint presentation
- Will be available to the field in July 03
- Web training will be on line 24 Apr.

Action Items – CDR Crum

1. Metrics – need to refine them. Every HQOPS ROICC office will be posting same metrics for all employees to see
2. Submit a letter detailing Community Management Plans to each 809 series employee
3. Need to make sure NEADS and Community Management requirements for 809 series employees is the same as those for 802 series.
4. FACTS Survey responses from each ROICC (except Azores) are due to your IPT Ops Officer by 2/12/03.
5. Policy on schedules. What are we doing now and what do we need to be doing in the future?
6. Process and resource implications of strategy to increase amount of Design Build. Will also need to capture impact of FFP Environmental work.
7. Inform ROICC's of NAVFAC plans for certified software so every ROICC is operating from the same baseline.
8. Need to get out more information regarding what is expected with Prime Contract