

January 23, 2002
SAL-6599

Mrs. Teresa L. Dupriest
Contracting Officer's Representative
Environmental Restoration Division
Air Force Center for Environmental Excellence
3207 North Road
Brooks Air Force Base, TX 78235-5344

Subject: Meeting Minutes, Kick-off Meeting, Camp Stanley Storage Activity Task
Assignment

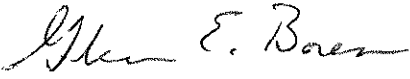
Reference: Task Assignment No. GSA DASW01-01-F-1224, GS-10F-0139J

Dear Ms. Dupriest:

In partial fulfillment of the above referenced task assignment and in support of the Air Force Center for Environmental Excellence, Environmental Restoration Division (AFCEE/ERD), WPI is pleased to forward for your files a copy of the task assignment "kick-off meeting" summary as required under the referenced task assignment.

If you have need of any further information in this matter, please contact Mr. Al Weilbacher at 210-321-5110.

Sincerely,


for Michael M. Ghazizadeh, Ph.D., CPG
WPI

Enclosure: as stated

Cc: Mr. Brian Murphy, CSSA, 25800 Ralph Fair Road, Boerne, Texas 78015-4800,
w/ enclosure

WPI tracking No. 4176

Date: September 25, 2001

Day/Time: Tuesday, 8:00 a.m. – 11:40 a.m.

Subject: Camp Stanley Storage Activity GSA Kick-off Meeting

Attendees: Mr. Brian Murphy, Camp Stanley Environmental Officer
Mrs. Teri Dupriest, AFCEE Camp Stanley Team Chief
Dr. Michael M. Ghazizadeh, WPI Project Manager and Delivery Order
Manager
Mr. Chris Beal, WPI on-site support

Meeting Minutes Prepared By: Michael M. Ghazizadeh, WPI

Based on the Task Assignments on GSA Contract DASW01-01-F-1224, Contract #GS-10F-0139J, Mr. Brian Murphy recommended the following work to be done by WPI until the end of POP which is July 2002. The following are the list of items to be done in the next nine (9) months.

1. Prepare Cost-To-Complete for the entire environmental program at Camp Stanley Storage Activity including all Area of Concerns, Rifle Management Units, Solid Waste Management Units, Soil Remediation, and Groundwater Program which includes well installation and sampling and groundwater treatment plant upgrade/O&M, and management.
2. Update the existing Schedule-To-Complete prepared by WPI in the previous year and incorporating subcontractor 's schedule working at the Camp into the new schedule. Copies of the other subcontractor schedule requested to be submitted to WPI by Mr. Brian Murphy. The detailed groundwater schedule shall be embedded into the main schedule. Cost information shall not be incorporated into the new schedule. Also, the integrity of the existing schedule format shall be kept intact.

Addition work expecting to be performed, such as Geophysical Surveys (2D and 3D), Soil Gas Survey, and Karst Study shall also be incorporated into the schedule.

The schedule (new schedule) shall be submitted in the Draft version for review and revision before the final version is issued. In addition, the new schedule shall be prepared in the short and long versions. The new schedule shall be updated by WPI each quarter.

3. WPI will also receive and review a number of chemistry data packages and Camp Stanley Storage Activity Quality Assurance Project Plan (QAPP) prepared by Parson. Copies of technical review comments shall be provided to Mr., Brian Murphy, AFCEE team Chief, and the AFCEE chemist, Mr. Ed Brown. In addition, chemical data packages from Camp Bullis will be submitted to WPI for review and comment. Camp Bullis

information will be furnished to WPI as requested by Mr. Murphy from Montgomery Watson.

4. WPI will participate in a meeting to review and evaluate the propose Karst study that will be conducted by Dr. George Venni. A hard copy of the Karst study proposal will be submitted to Mr. Ghazizadeh for review and comment.

5. At appropriate time and upon request of the Camp Stanley Storage Activity and the AFCEE team Chief, WPI will review and evaluate three applicable technologies for soil remediation and provide summary reports to Camp Stanley Storage Activity and AFCEE team Chief.

6. Additional tasks will be assigned to WPI at the request of Camp Stanley Storage Activity Environmental Officer and AFCEE Team Chief.

Cc: Mr. Brian Murphy, CSSA, 25800 Ralph Fair Road, Boerne, Texas 78015-4800
Mrs. Teri Dupriest, AFCEE/ERD
Michael M. Ghazizadeh, WPI
WPI file