

MEETING MINUTES

| OVERVIEW | | | |
|--|-------------------------------|--|--------------------|
| CLIENT | Camp Stanley Storage Activity | | |
| PROJECT | Contract G012 | | |
| MEETING DESCRIPTION | | | |
| SUBJECT | TO9 Kick-off Meeting | LOCATION | CSSA |
| MEETING DATE | 07/29/2016 | REPORT AUTHOR | Shannon Schoepflin |
| MEETING TIME | 8:00 am Central | REPORT DATE | 08/01/2016 |
| ATTENDEES | | | |
| CSSA | | PARSONS | |
| Felicia Kraintz James Cannizzo Justin Wagoner Bob Ingle | | Julie Burdey Laura Arciniaga Scott Pearson Brenda Shirley Shannon Schoepflin Fabian Bocanegra Adrien Lindley Bradly Dietert Samantha Elliott Richard Fincke Wayne Simoneau | |
| TOPICS | | | |
| Powerpoint was presented, see attached. | | | |
| New Task Order (TO9) | | | |
| Main discussion topics included the following: | | | |
| <ul style="list-style-type: none">- Introduction, staff roles, history of the environmental program and remediation systems- Breakdown and overview of TO9 WBSs- Discussion with Justin Wagoner/Engineering regarding Parsons’ role at CSSA, the HVAC building support, and background on buildings included in the contract.- Mr. Wagoner asked if Parsons would be providing UXO avoidance support for the upcoming East Pasture waterline installation. We indicated that this is something that could potentially be done under this contract, if CSSA would like us to provide UXO support.- Discussed Fire Protection inspection, testing, and maintenance topics including schedule coordination and notification between Parsons and CSSA building staff.- Fire detection/mass notification systems will be tested in December.- Mr. Wagoner would like an email as issues are identified in the buildings.- Discussed the planned reservoir modifications. Scott Pearson explained that an internet-based panel will be installed to provide real-time remote monitoring capacity. The panel will be equipped with a heat shield to keep the equipment from overheating. The equipment will be ordered within the next two weeks and will be in place within the next six. The system can be brought on-line once a new radio is installed which should take approximately 6 months. | | | |

- Discussed the following issues related to working with Mr. Wagoner and Ms. Graham:
 - o Mr. Wagoner prefers communication via e-mail
 - o He will most likely be in Building 606 more than Ms. Graham
 - o Maintain a quarterly update for the Engineering staff

Internal Parsons Slides

Main Discussion topics included the following:

- Overview of PMP and other Parsons requirements
- Shannon Schoepflin will send out an email with Parshare link to PMP for everyone to review
- Group decided that short, volunteered, safety moments will be included at the start of our weekly staff calls.
- Ms. Schoepflin to find out from Ed Grunwald what is required as far as training and type of fire extinguishers in vehicles for field work.
- Brenda Shirley shared CSSA vehicle protocols:
 - o CSSA can get reimbursed for two car washes/month. Please wash cars if needed.
 - o Make sure to fill up the gas tank if it's less than ½ a tank.
- P Card discussion
 - o Person ordering/requesting may have to be same name as person receiving item(s). Ms. Burdey will figure this out and let everyone know.
 - o Ms. Burdey will also find out that if Brenda Shirley has the card, is she supposed to be the requester?
- Additional Process for receiving goods
 - o Remember to date, and sign and print your name on all receipt records

MINUTES DISTRIBUTION

Felicia Krintz, Julie Burdey, Brenda Shirley, Project Electronic File (J:\CSSA Program\Meetings and Presentations\2016), Environmental Encyclopedia

CSSA Kick-off Meeting

July 29, 2016

Task Order 9

**Camp Stanley Storage Activity
Boerne, TX**

Agenda

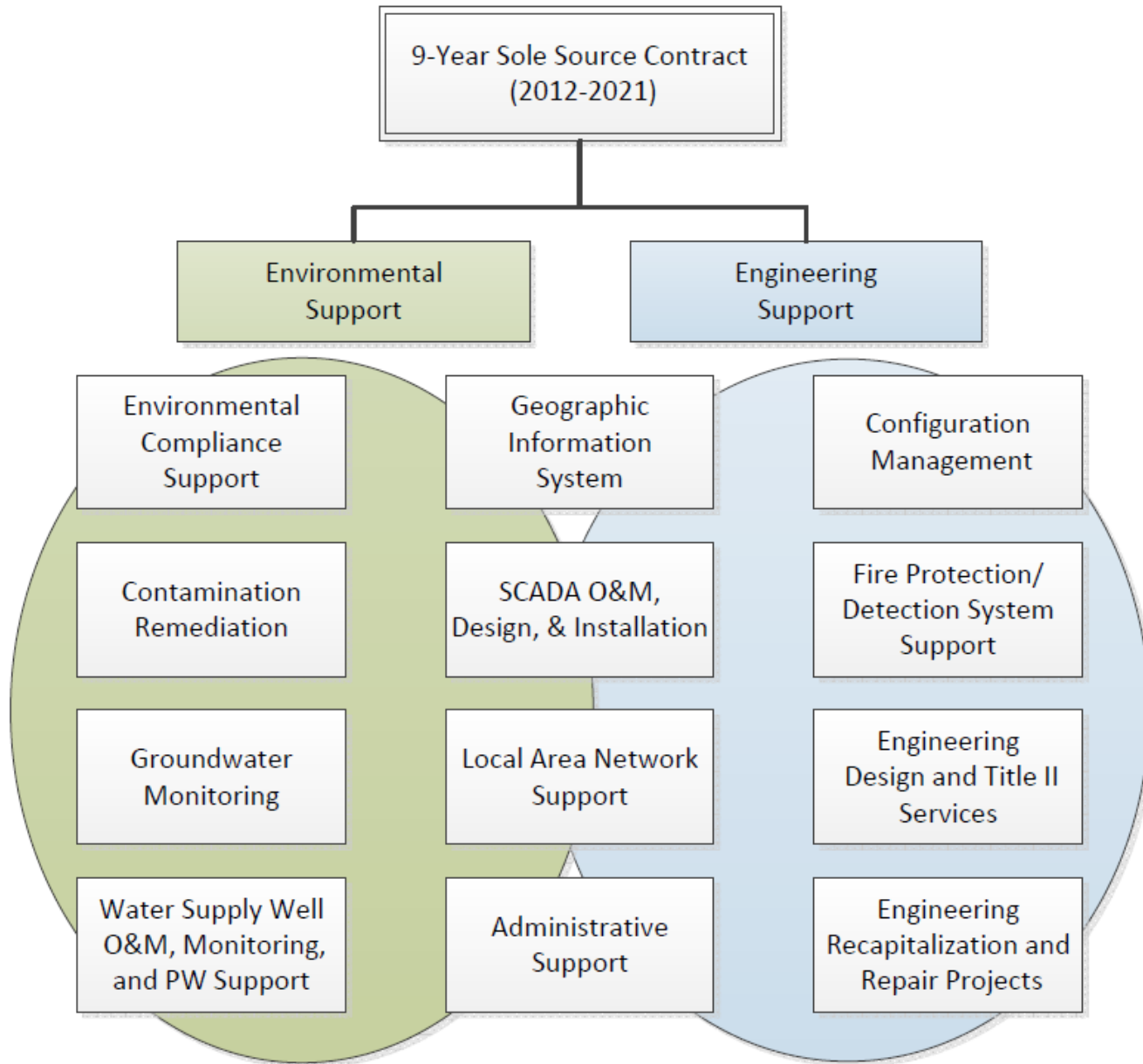
Project Overview

- Intro to Parsons Services and Staff**
- Environmental Program Overview**

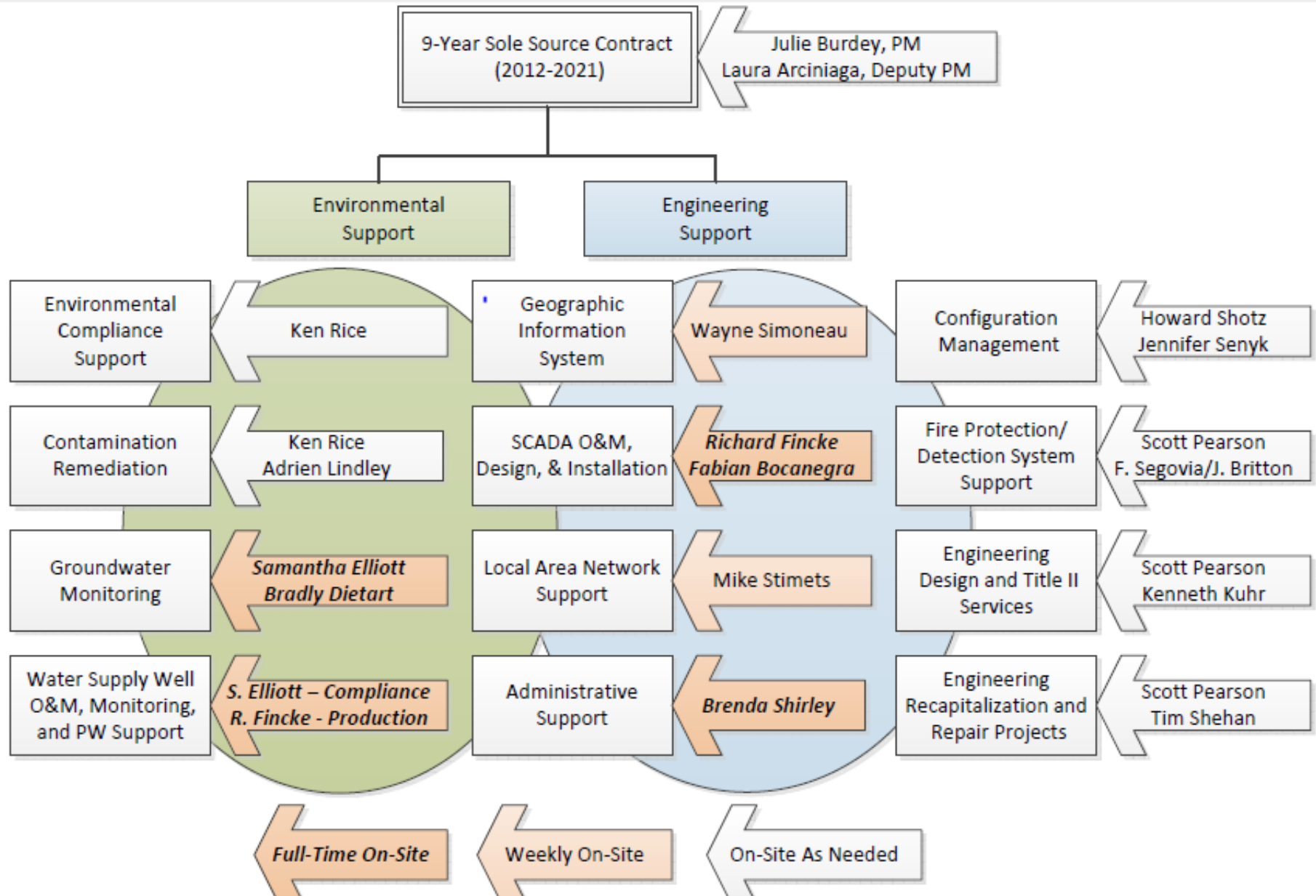
TO9 Engineering Tasks

TO9 Environmental Tasks

PARSONS SERVICES

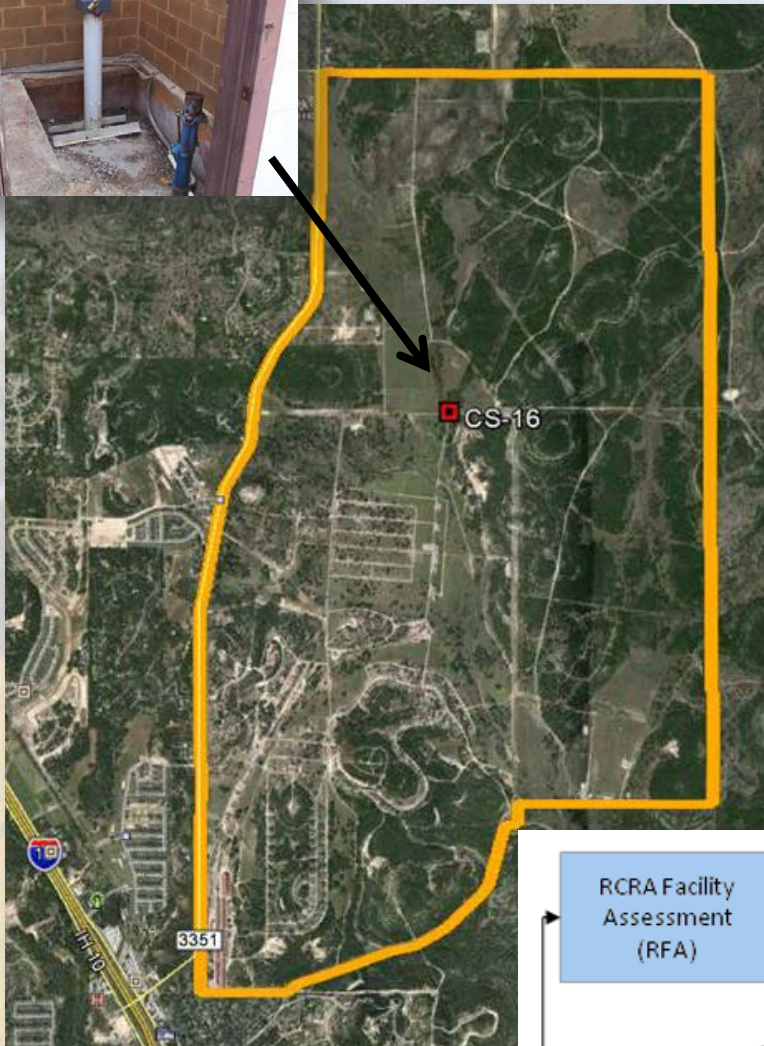


PARSONS PERSONNEL



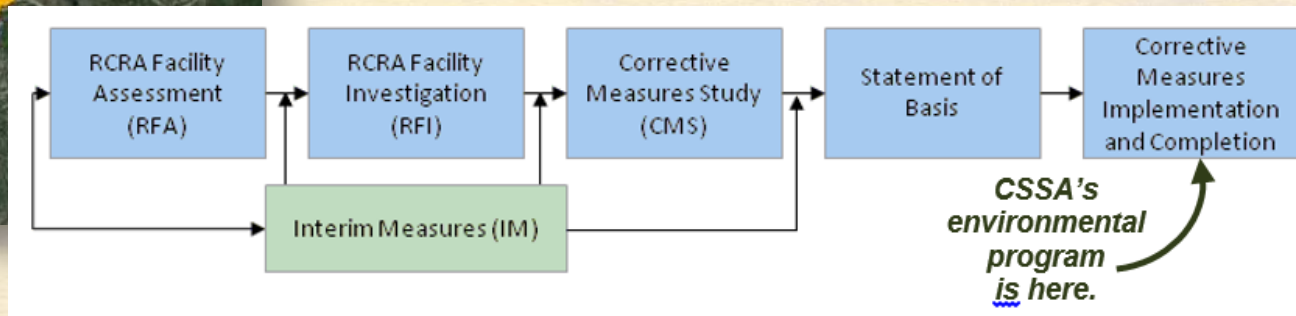
CSSA ENVIRONMENTAL PROGRAM

CSSA Well 16



Routine testing by Texas Department of Health of CSSA water supply wells in 1991 indicated presence of contamination in Well 16.

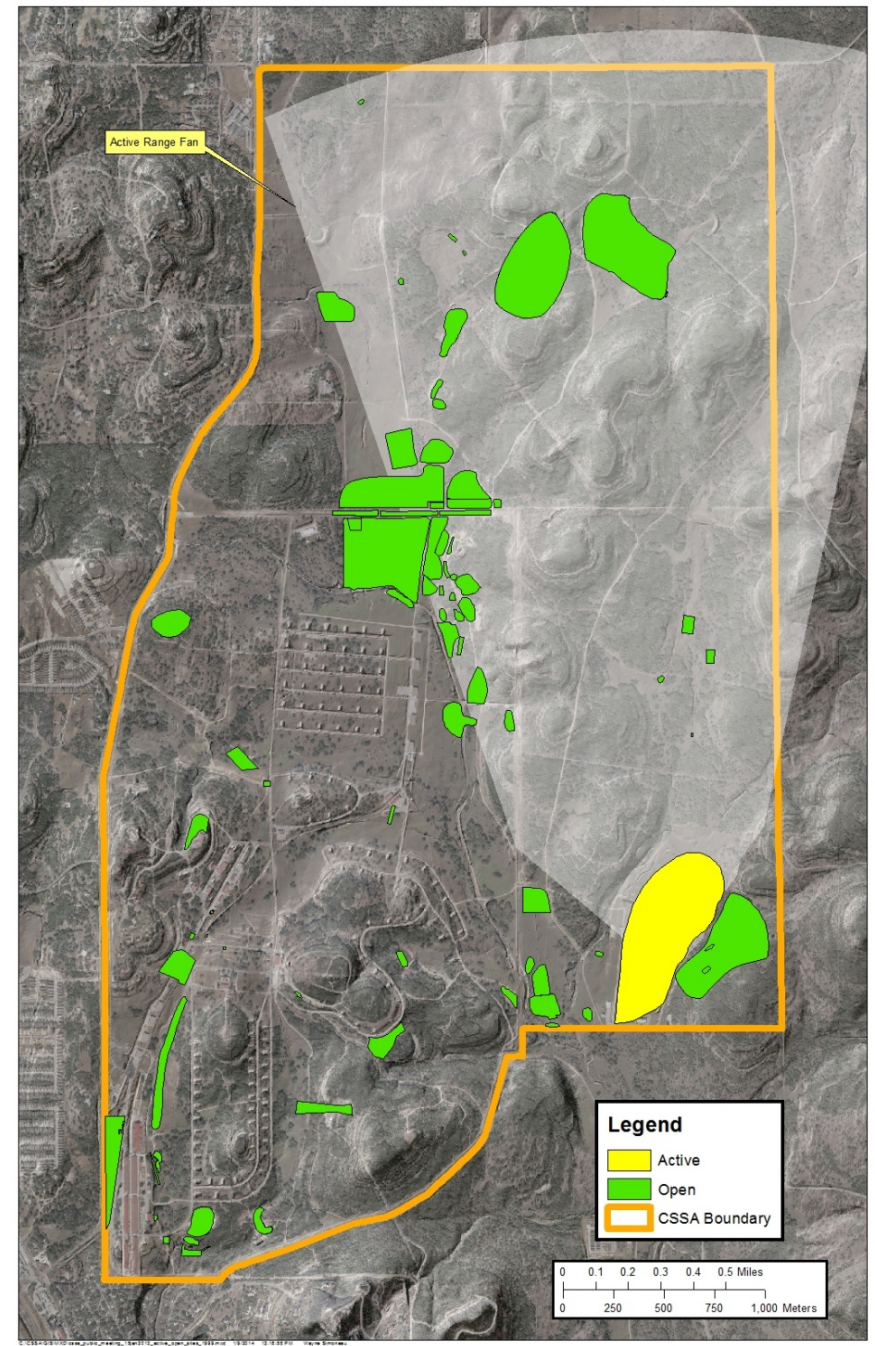
EPA Order issued in 1999 requires that CSSA implements corrective measures to clean-up contamination following RCRA.



SITE REMEDIATION PROGRESS

1999: 81 Open Sites

Most closed to State of Texas residential



SITE REMEDIATION PROGRESS

Today: 3 Open Sites Including
the Active Range

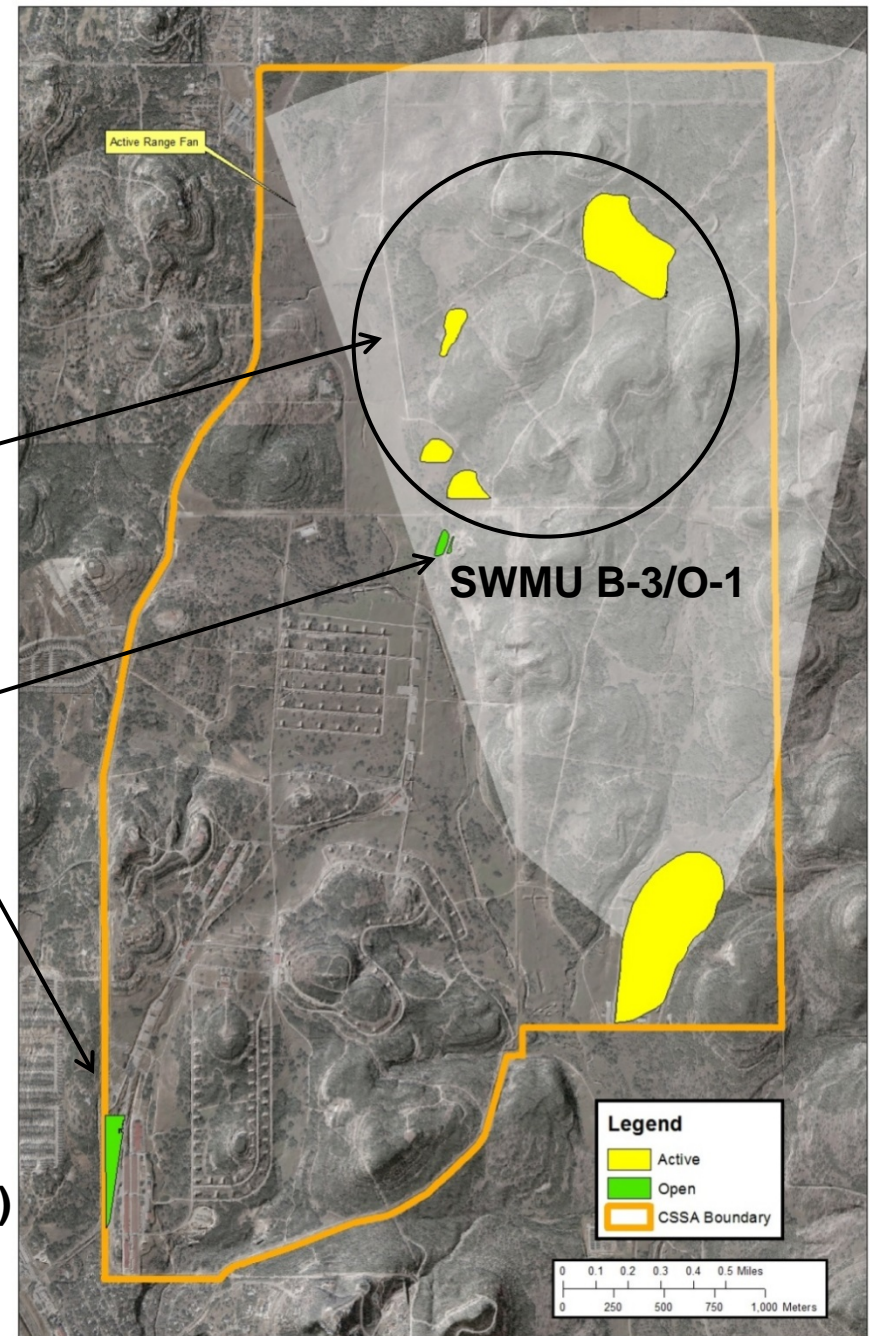
*Per agreement with the USEPA, the four
remaining sites located within the Active
Range fan were consolidated into one site.

Two remaining open sites are part of the
long-term groundwater monitoring program.

Decision Document:

- Source Area Treatment
- Point-of-Use Treatment
- Long-Term Monitoring
- Land Use Controls

**AOC-65
(Bldg 90)**



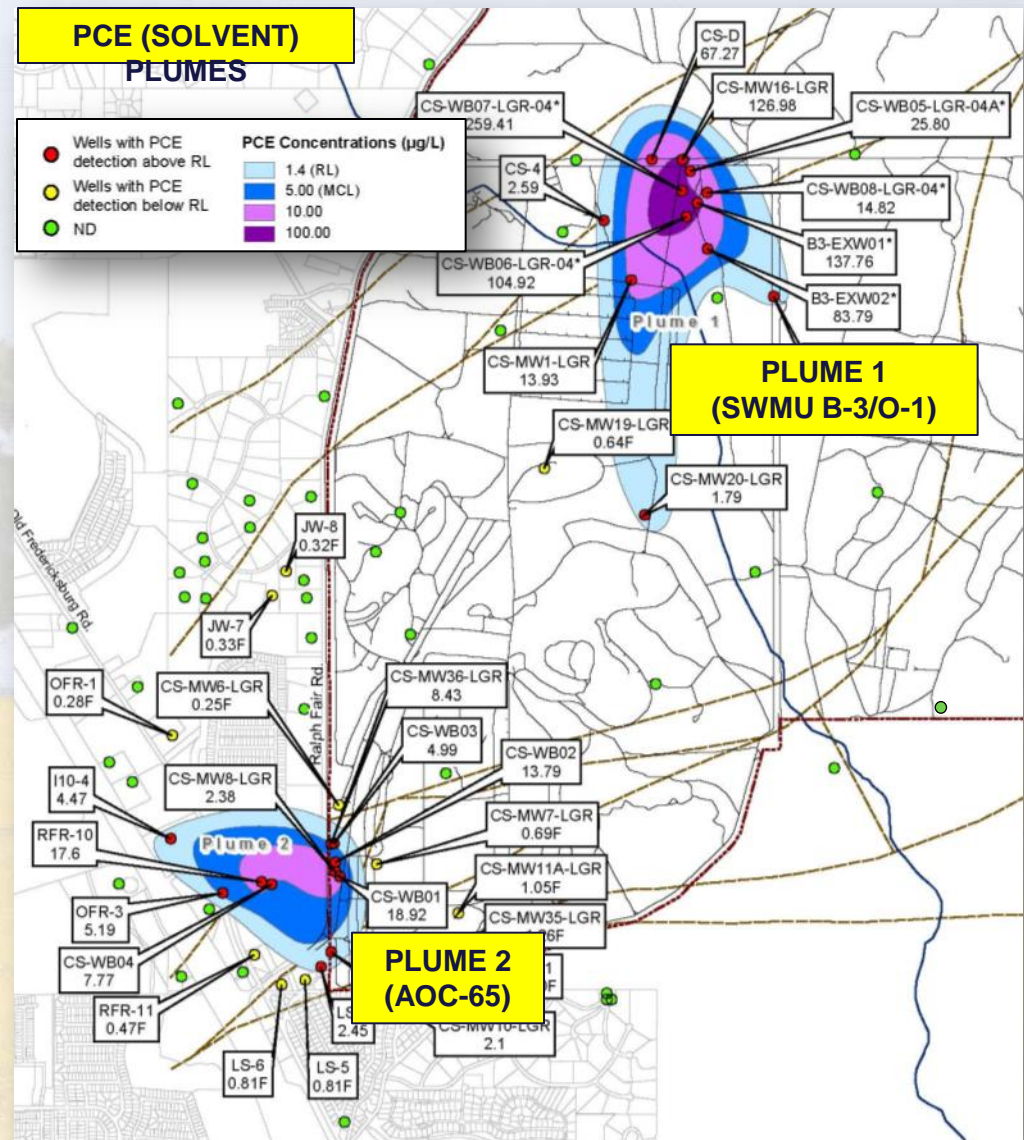
GROUNDWATER MONITORING PROGRAM

Long-Term Monitoring

- Quarterly monitoring of on- and private off-post wells since 1999
- Monitoring in accordance with Monitoring Response Plan
- Statistical evaluation ~every 5 years to reduce monitoring requirements
- Well owner letters and annual fact sheet

Point-of-Use Treatment

- Six granular activated carbon units on off-post wells

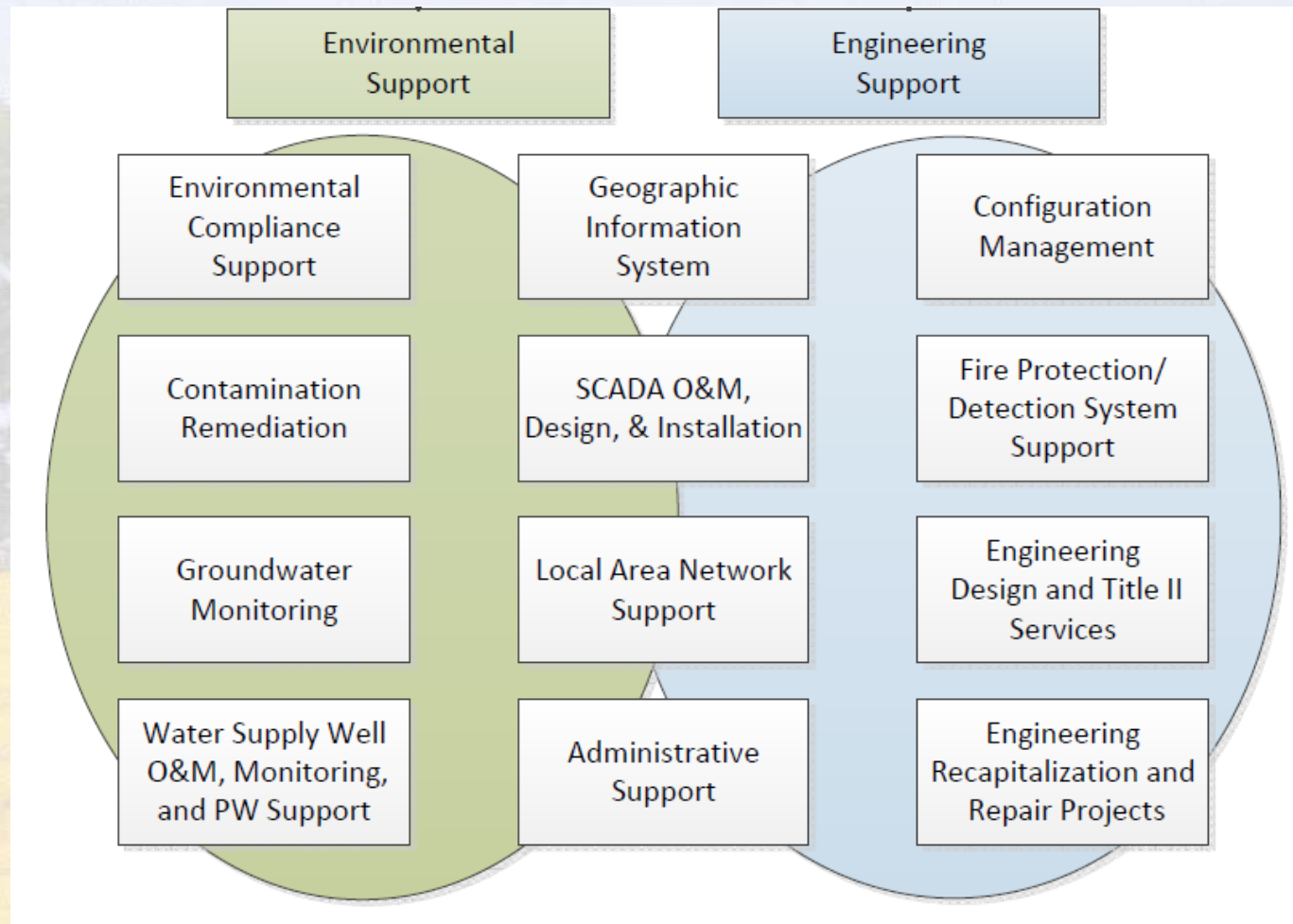


OTHER ENVIRONMENTAL ACTIVITIES

- Compliance
 - Waste sampling, profiling, management
 - Plan updates (INRMP, ICRMP, Noise, etc.)
 - SOPs and Training
 - Audit Support
 - Endangered Bird Surveys
- Water Supply System
 - O&M of Water Wells
 - O&M of Chlorinators and SCADA Components
 - Bacteriological and Compliance Sampling
 - Reporting

TO9 Kick-Off

- Preview of Tasks
- Budget Breakdown
- Task Overview
- Schedule



FIRE PROTECTION/DETECTION SYSTEMS

- Inspections
- Testing
- Maintenance



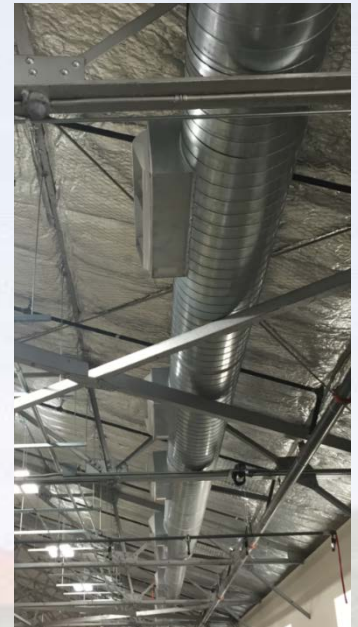
Bldg 92 HVAC Repair / Recapitalization

- **Demolition**

- Existing ductwork
- Duct mounted electric heaters
- 30 ton condensing units and line sets

- **Installation**

- Add 15% outdoor air to existing AHUs
- Refurbish existing AHUs and install new evaporating coils
- New 20-ton condensing units
- Gas fired duct heaters, gas line w/ monitor and alarm
- Fabric ductwork, 4 runs per bay
- Integration into MetaSys



SCADA DESIGN AND PANEL INSTALLATION

GENERAL MONITORING
Point Summary (Engineering)

WATER & WASTEWATER
Water Overview

PRIMARY POWER MONITORING
Emergency 1500KW Generator #1
Emergency 2000KW Generator #2
CPS, North Leg, South Leg
Electrical Distribution 2, 3 & 6
Electrical Distribution 1, 4 & 5
Electrical Distribution 7, & 8

SECONDARY POWER MONITORING
Buildings 1, 1A, 36, A100
Building 90
Building 92
Building 95, 606, & Lift Station

SCADA
Polling Statistics (Wireless)
Network Health (Wired)

OPERATION & MAINTENANCE MANUALS
Instrumentation
Telemetry
Programmable Logic Controllers
Network
Drawings

TECHNICAL SUPPORT
CSSA Customer Support

ALARMS
Current Alarms
Historical Alarms
Alarm Index
Guard Beacon Alarm List

MAINTENANCE LOG
Operator-Integrator Log Form

WEATHER
Weather Overview

NATURAL GAS DISTRIBUTION
Gas Totalizers

LOGIN

LOGOUT

User: MORENOG

Supervisory control and data acquisition is an industrial automation system. It collects data remotely, operates some equipment, helps with sustainability.

WELL 10 Pump Depth 546 Ft.
WELL 12 Pump Depth 449.5 Ft.
WELL 1 Pump Depth 494 Ft.

CS-10 Trends
CS-12 Trends
CS-1 Trends

RESERVOIR (OVERFLOW AT 19.1')

System Chlorine Analyzers

System Trends

AOC-65 WEATHER STATION
B633 WEATHER STATION
MW16 WEATHER STATION

OFFLINE

Close

PRIMARY ELECTRICAL DISTRIBUTION

JIT-07412 Electrical Dist. #2 (4,160v)
JIT-07411 Electrical Dist. #3 (4,160v)
JIT-90801 Electrical Dist. #6 (2,400v)

Close

Supervisory control and data acquisition is an industrial automation system. It collects data remotely, operates some equipment, helps with sustainability.

Close

Task Order 09 Tasks

Parsons Project Nos. 110046 and 110047

| Task | Task Name | ENV / ENG | FFP \$ | CPFF\$ | CPFF Component |
|------|--|-----------|-------------|------------|--|
| 1 | Project Management | ENV | \$ 257,910 | -- | None |
| 2 | EHS Program Support | ENV/ENG | \$1,216,965 | \$ 352,046 | Equipment repair and replacement as noted in first sentence of 11 th paragraph in SOW §4.2.1. |
| 3 | O&M, Compliance, and Monitoring | ENV | \$ 842,232 | \$ 51,419 | Rendering safe small arms ammunition as noted in 6 th sentence of first paragraph in §4.3.3. |
| 4 | Groundwater Monitoring | ENV | \$ 221,011 | \$ 46,975 | Corrective maintenance on PWS wells and GAC installation as noted in §4.4. |
| 5 | Fire Protection Systems Inspection, Testing, and Maintenance (ITM) | ENG | \$ 45,774 | \$ 46,648 | Equipment repair and replacement as noted in §4.5. |
| 6 | Site Investigation and Closure | ENV | -- | -- | None at this time. SOW §4.6 indicates that project will be modified to include new sites if necessary. |
| 7 | Environmental Studies | ENV | -- | \$ 12,120 | Entire task |
| 8 | Fire Detection and Mass Notification Systems ITM | ENG | \$ 58,910 | \$ 36,016 | Task 8b: Equipment repair and replacement as noted in §4.8. |

Total Value \$3,188,025

Task 1: Project Management

Firm-Fixed Price Tasks:

- **Project Management and Monthly Progress Reporting**

- Project Coordination & Oversight
 - Budget and schedule management
 - Monthly progress report
 - Accounting and billing
 - Project management plans

- **Administrative Support**

- Administrative Support – Onsite (Brenda)
 - Records and database/spreadsheet management
 - Project coordination and other clerical support

- **Regulatory Audit and Inspection Support**

- Technical support: pre/during/and post audits

- **Meetings**

- TO kick-off, regulatory (two), and public (including coordination, material and equipment support)
- Additional meetings in support of EHS services



Task 2: EHS Program Support

Firm-Fixed Price Tasks:

- **EHS Support**
 - Conceptual Design, Design Requirements, Charettes
 - Detailed Design, Document Review, Regulatory Compliance, Permit Support
 - Coordination of Specifications and Drawings, Submittal Review
 - Title 2 Services, Site Inspections
- **Configuration Management**
 - Phase II: CM Plan, Proof of Concept Environment, Standards and Controls
 - Phase III: Deployment and Sustainment activities of CM Solution
- **Building Information Management Systems (BIM)**
 - ENG BIM Support - Lifecycle Management of MetaSys™ and SCADA Systems and Integration
 - Design, Deployment and Maintenance of BIM Systems, Training and Implementation
 - Planned Service Agreement for HVAC and MetaSys™ at 8 Buildings
 - ENV BIM Support - SCADA systems for Bioreactor, Solar Array, Drinking Water Wells and Bldg. 54
- **Utility/Infrastructure Mapping Support**
 - Update Maps and Utility Baseline CAD Files and Verification Support
- **Data Information Management Support**
 - LAN and GIS Support
- **Administrative Record**
 - Administrative Record Website, EPA Progress Report

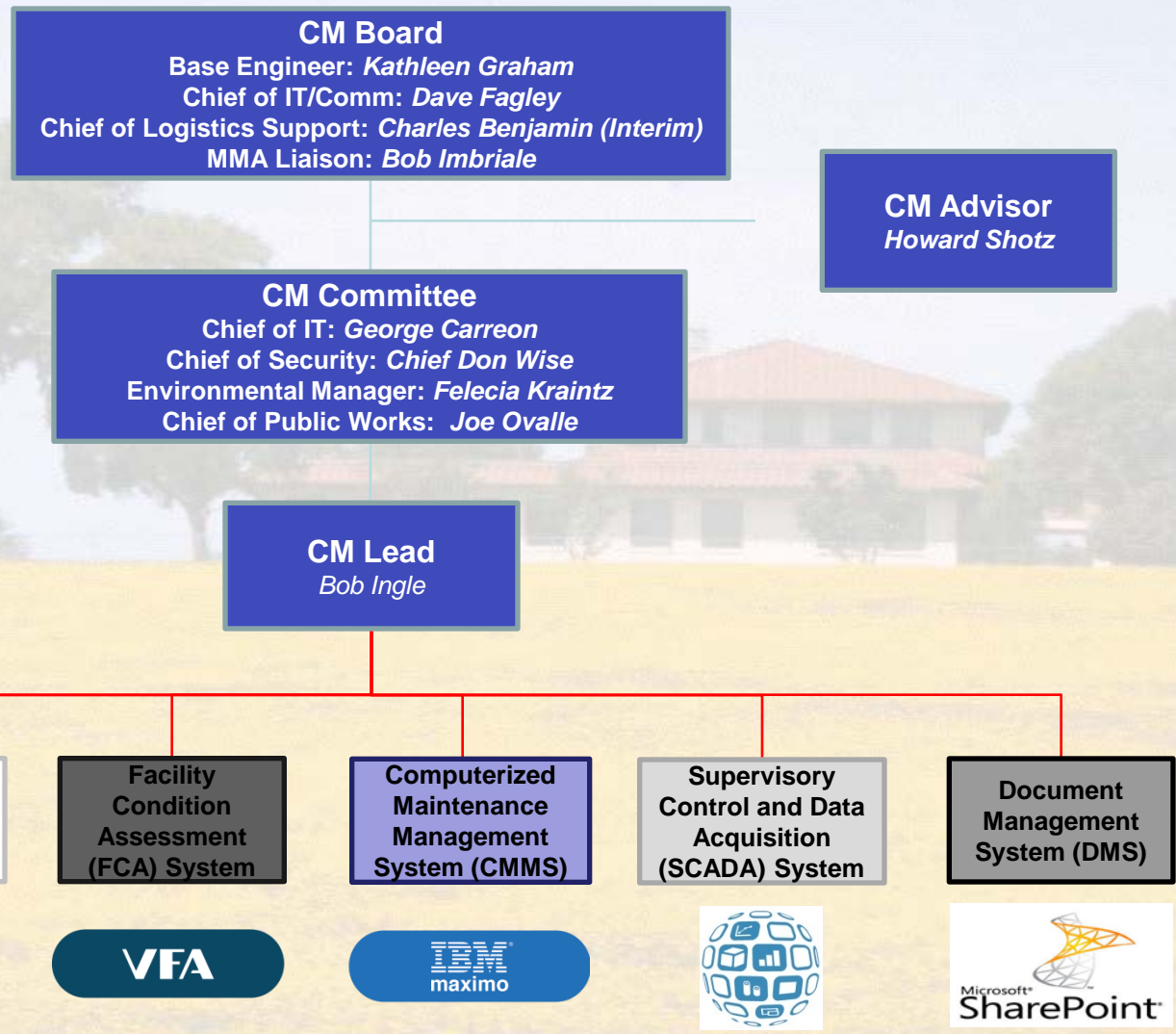
Task 2: EHS Program Support

Cost Reimbursable Tasks (Budget \$352,046)

- **ENG Building Information Management Systems (BIM)**
 - Non-Routine Repairs and Parts:
 - MetaSys for Facilities Management
 - HVAC Repairs (8 Buildings),
 - SCADA,
 - Software, Firmware, and Hardware for Facility Management Systems
- **ENV Building Information Management Systems (BIM)**
 - Replace Potable Water Reservoir RTU
- **IT/GIS Hardware/Software (CPFF)**
 - LAN and GIS Software and Hardware Procurements

CONFIGURATION MANAGEMENT

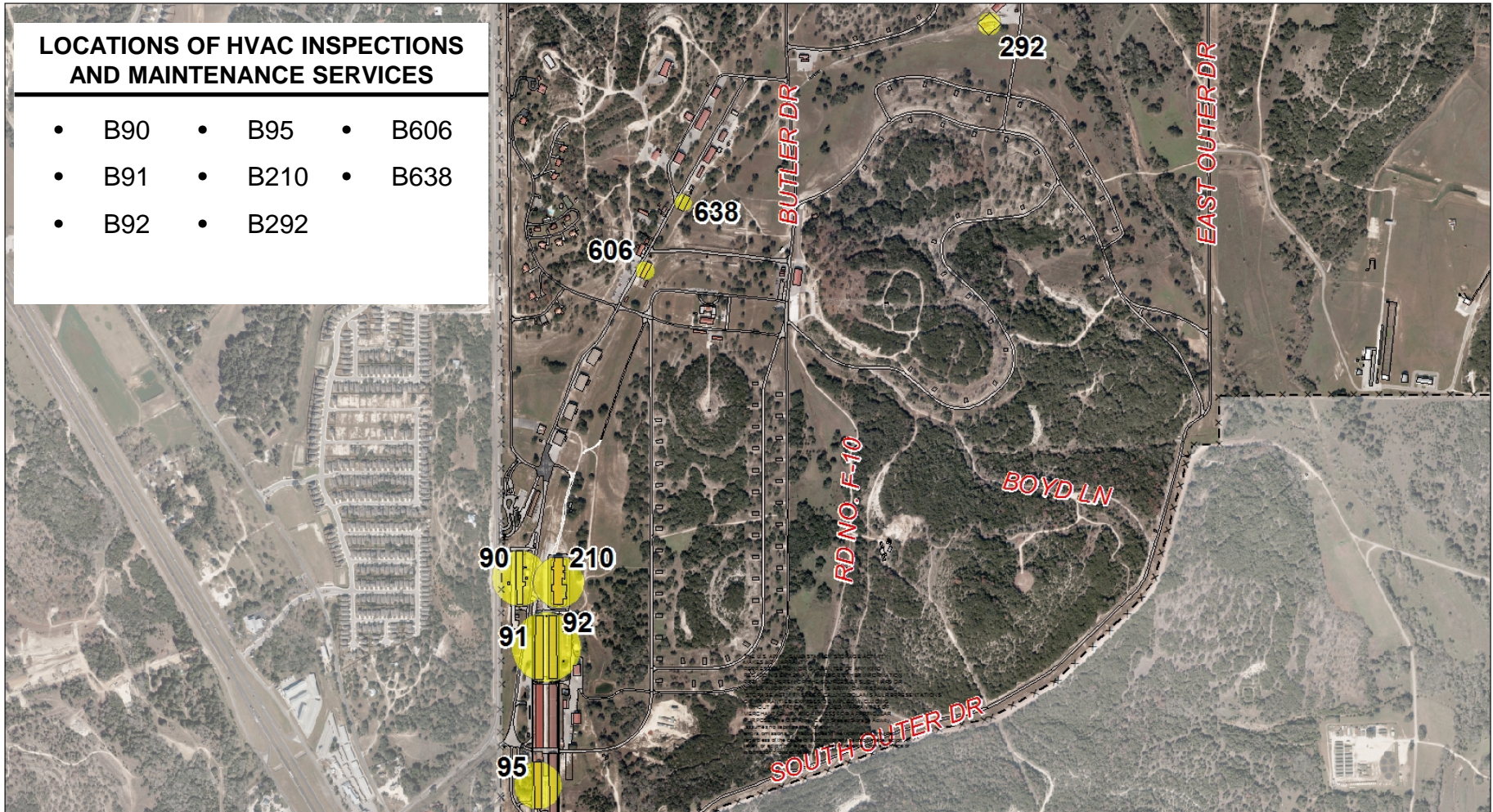
Development of systems engineering process to establish and maintain consistency in data regarding resource functional and physical attributes, requirements, design and operational information throughout each resource's life.



Task 2: EHS Program Support

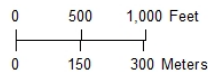
LOCATIONS OF HVAC INSPECTIONS AND MAINTENANCE SERVICES

- B90 • B95 • B606
- B91 • B210 • B638
- B92 • B292



1 inch = 850 feet

PARSONS



x - x - Boundary Fence

Yellow circle HVAC ITM Location

HVAC ITM Locations
2016

Camp Stanley Storage Activity
Bexar County, Texas

C:\ISSA\GIS\MXD\HVAC_FIRE_MAINT_LOC\HVAC_maint_locs_orvu_indcp.mxd 7/19/2016 1:13:02 PM wayne.silmonau@parsons.com

Task 3: O&M, Compliance, and Monitoring

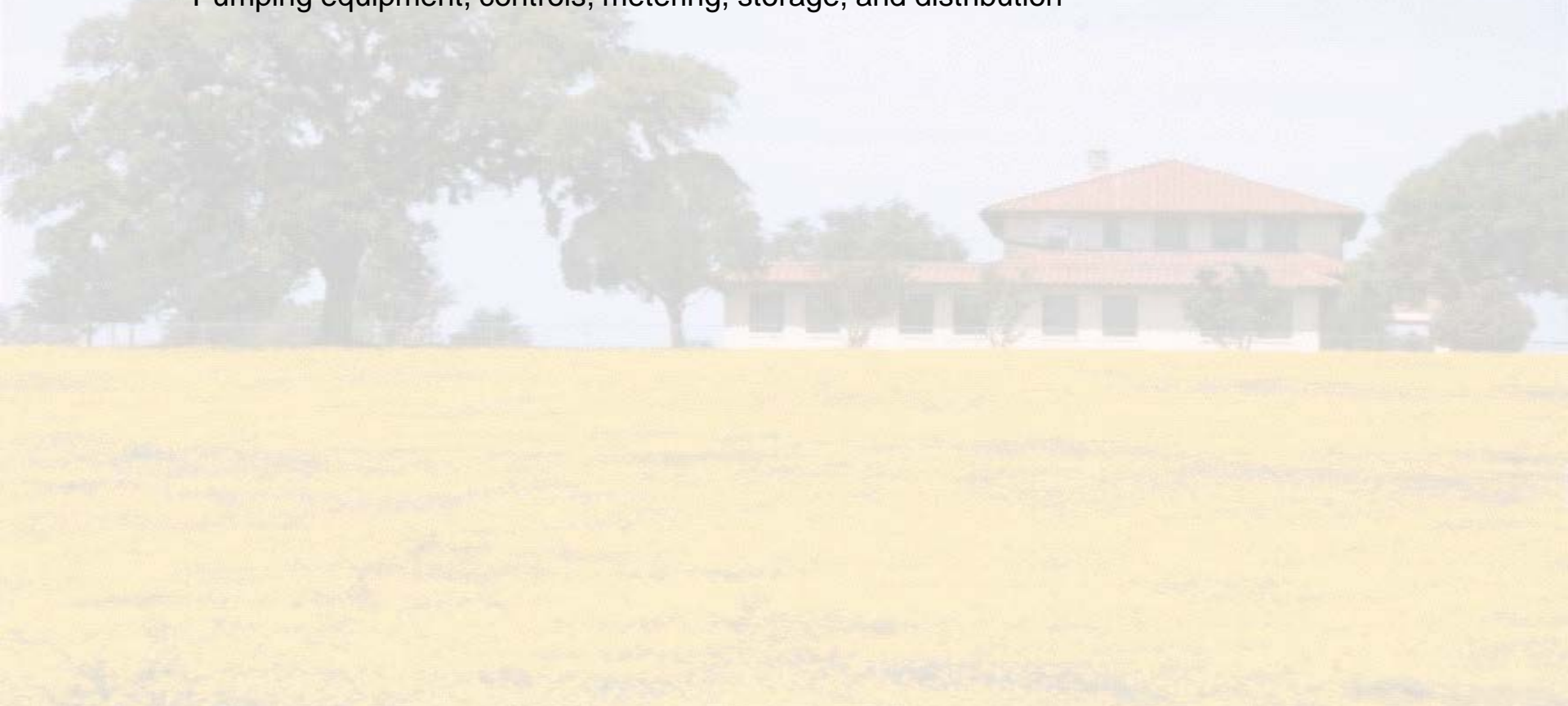
Firm-Fixed Price Tasks:

- **Remediation Systems Operation**
 - B-3 Monitoring, Bioreactor System O&M, Monitoring, and Reporting
 - Lactate injection
 - AOC-65 O&M, Monitoring and Reporting
- **Compliance and Sampling**
 - Miscellaneous Sampling and Compliance Tasks
 - Non-routine Groundwater Sampling/Monitoring
 - NEPA Support
- **Bird Survey**
 - Workplan, Fieldwork, and Reporting
- **Environmental Compliance Documentation**
 - Document Reviews, Updates, Regulatory Coordination as applicable
- **Water Production and Distribution System Monitoring and O&M**
 - Drinking Water Well Operation, Compliance Sampling, and Reporting

Task 3: O&M, Compliance, and Monitoring

Cost Reimbursable Tasks (Budget \$51,419):

- **Rendering Safe Small Arms Ammunition**
 - Popper Operation, Safety Certification Maintenance, and Training
- **Unscheduled B-3 Maintenance**
 - Pumping equipment, controls, metering, storage, and distribution



Task 4: Groundwater Monitoring

Firm-Fixed Price Tasks:

- **On- & Off-Post Groundwater Monitoring**
 - Quarterly Monitoring Events
 - GW Reporting
 - Quarterly GW Reports (3) and Annual GW Report
 - Updates as necessary to GMWP, SAP, HASP
 - Annual Fact Sheets
- **GAC Equipment Maintenance**
 - Semi-annual Carbon Filter Changes at 6 GAC system locations
 - Pre-filter changes and system inspections every 3 weeks
 - Effluent Sampling

Task 4: Groundwater Monitoring

Cost Reimbursable Tasks (Budget \$51,419):

- **GAC Equipment Installation**
 - New Wellhead Protection (GAC) System Installation (as needed)
- **Water Supply Well Corrective Maintenance**
 - Major Repair of 1 Water Supply Well
 - Disinfection Systems



Task 5: Fire Protection Systems

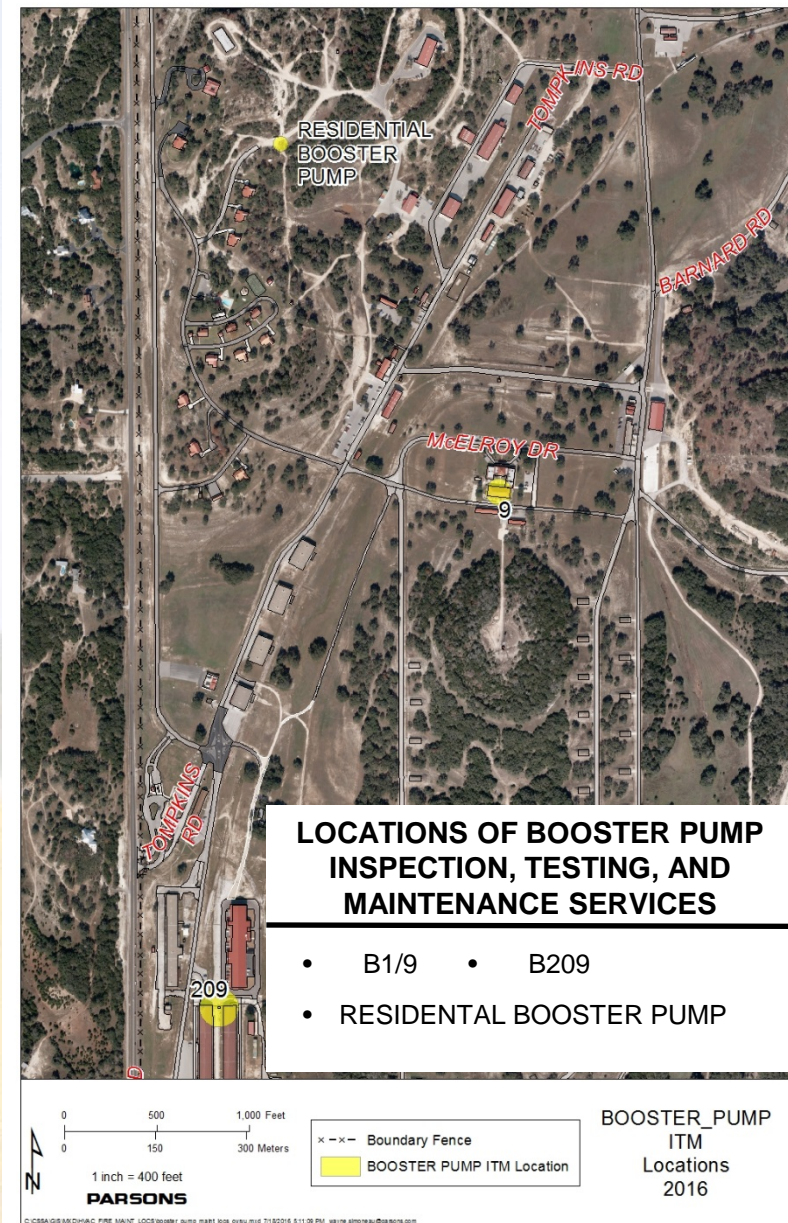
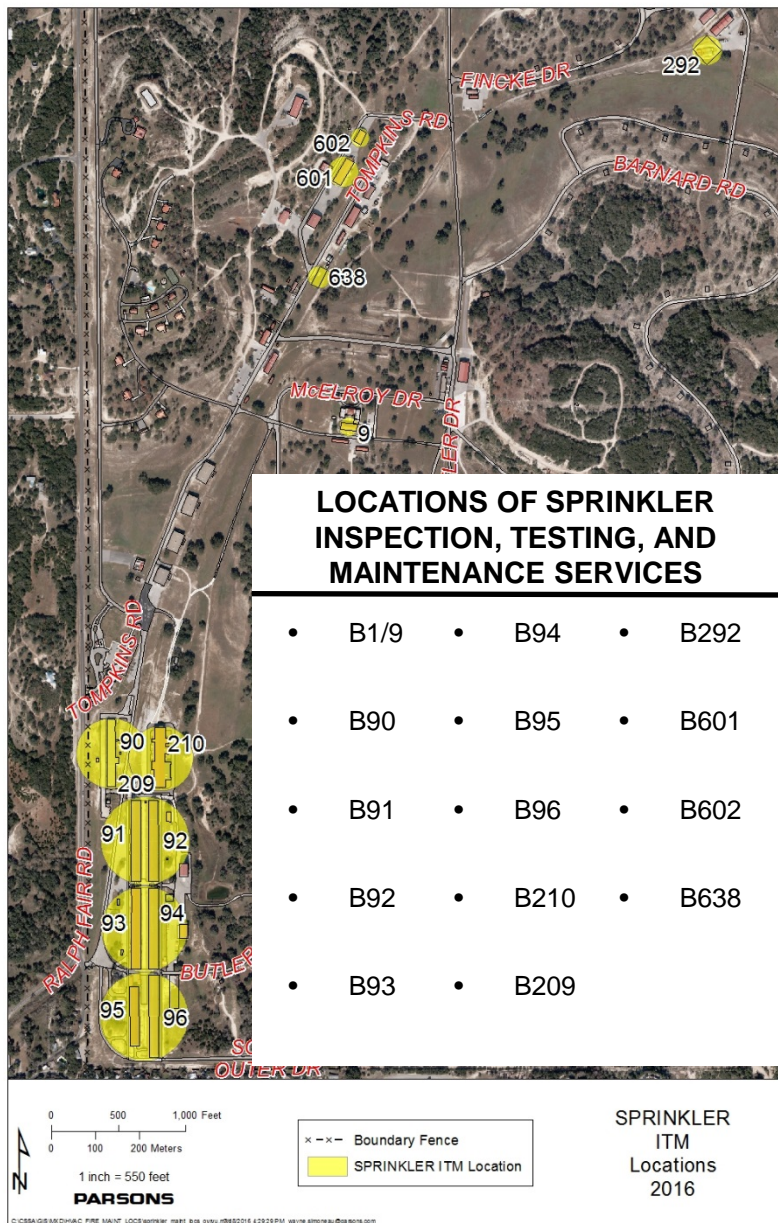
Firm-Fixed Price Tasks:

- **Fire Protection Systems Inspection Testing and Maintenance**
 - Annual and periodic ITM activities for Water-Based Fire Protection Systems
 - Monthly, Annual, Biennial ITM on Wet Pipe Systems (15 locations)
 - Biennial inspections and 5-yr flow tests for hydrants (60 locations)
 - Monthly and Biennial ITM for Booster Pumps (3 locations)
 - Annual and Biennial ITM for Backflow Prevention Devices (6 locations)
 - Reporting and Documentation

Cost Reimbursable Tasks (Budget \$46,648):

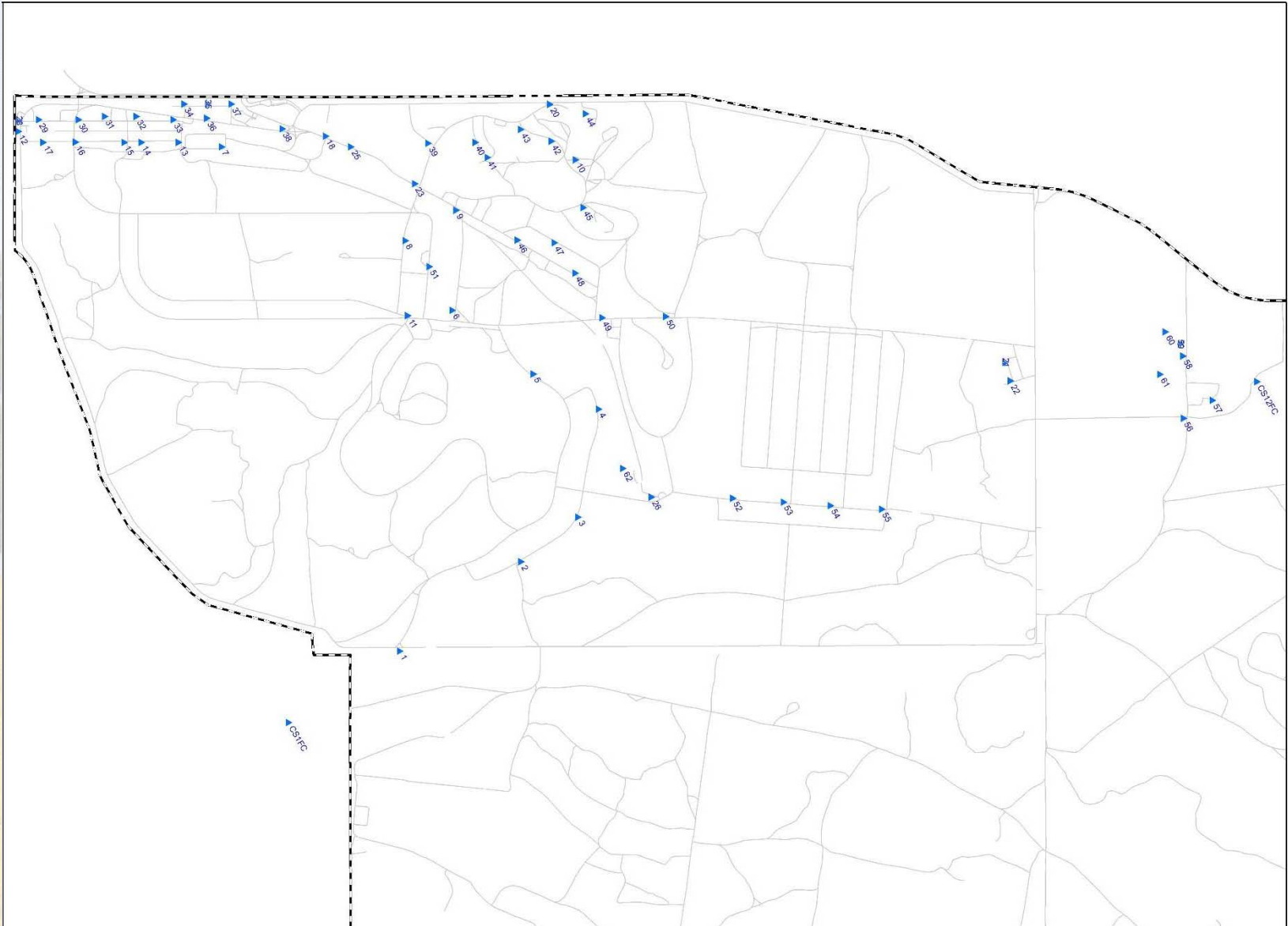
- **Fire Protection Systems Repairs**
 - Unscheduled Maintenance, Repair, or Replacement of Fire Protection System Components

Task 5: Fire Sprinkler and Pumps ITM



Task 5: Fire Hydrant ITM

(59 Hydrants and 2 Wells)



Task 6: Site Investigations and Closure

Proposed Budget - \$ ---- (CPFF)

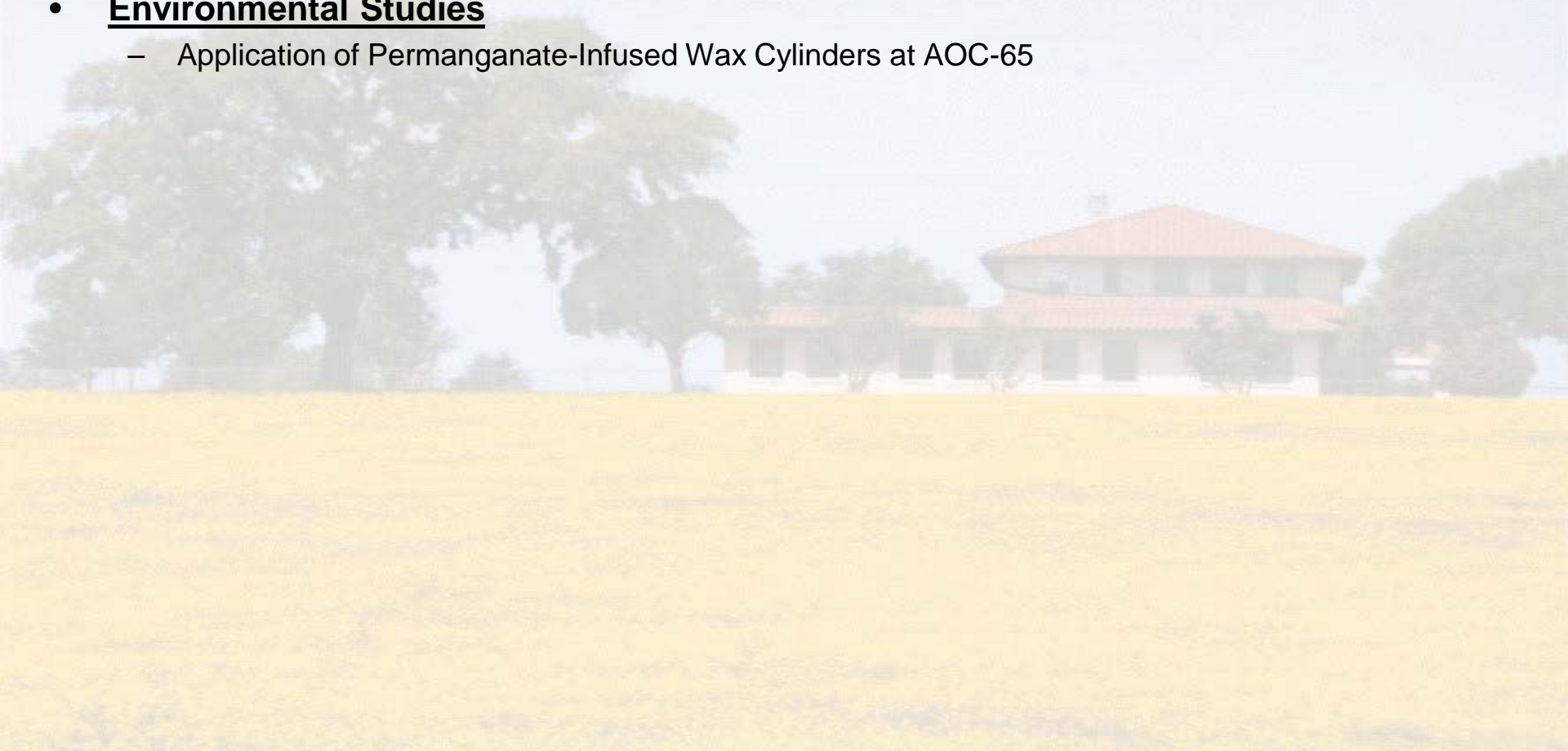
- **None at this time**



Task 7: Environmental Studies

Cost Reimbursable Task (Budget \$12,120):

- **Environmental Studies**
 - Application of Permanganate-Infused Wax Cylinders at AOC-65



Task 8: Fire Protection Mass Notification Systems

Firm-Fixed Price Task:

- **Fire Detection System and Mass Notification Systems ITM**
 - Annual and periodic ITM activities for Fire Detection and Mass Notification Systems
 - Annual Fire Detection Systems ITM at 38 Buildings
 - Annual Emergency Lighting Systems at 41 Buildings
 - Annual Mass Notification Systems ITM at 5 Buildings
 - Semi-annual and Annual Dry Chemical Systems ITM and 3 Buildings
 - Associated Documentation, Reporting, and Recommendations for Maintenance and Corrective Actions

Cost Reimbursable Task (Budget \$36,016):

- **Fire Detection System and Mass Notification Systems ITM**
 - Fire Alarm Repairs, Maintenance, and Configuration Changes Identified in ITM

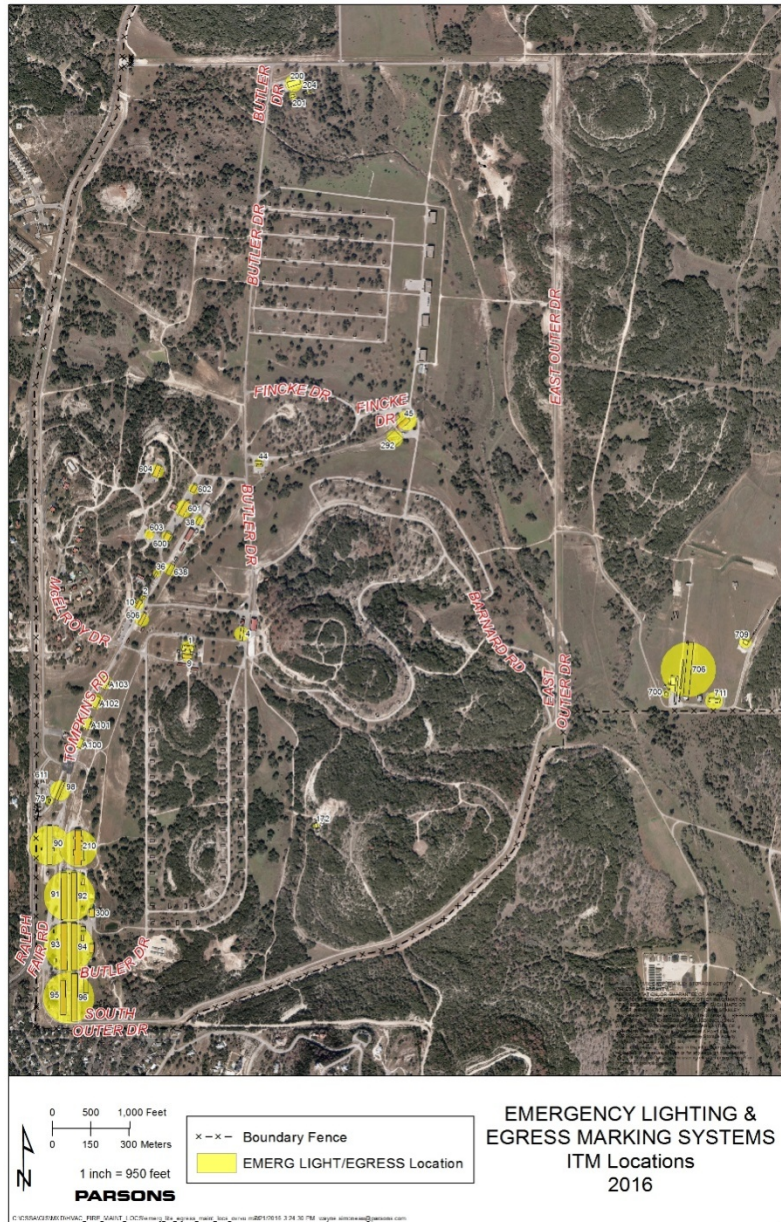
Task 8: Fire Detection and Alarms ITM



LOCATIONS OF FIRE DETECTION/ALARMS INSPECTION, TESTING, AND MAINTENANCE SERVICES

- | | |
|--------|-------------------------|
| • B1 | • A103 |
| • B4 | • Viking Compound (172) |
| • B9 | • B200 |
| • B36 | • B201 |
| • B38 | • B209 |
| • B44 | • B210 |
| • B45 | • B292 |
| • B79 | • B300 |
| • B90 | • B600 |
| • B91 | • B601 |
| • B92 | • B602 |
| • B93 | • B603 |
| • B94 | • B604 |
| • B95 | • B606 |
| • B96 | • B611 |
| • B98 | • B638 |
| • A100 | • B700 |
| • A101 | • B709 |
| • A102 | • B711 |

Task 8: Emergency Lighting ITM



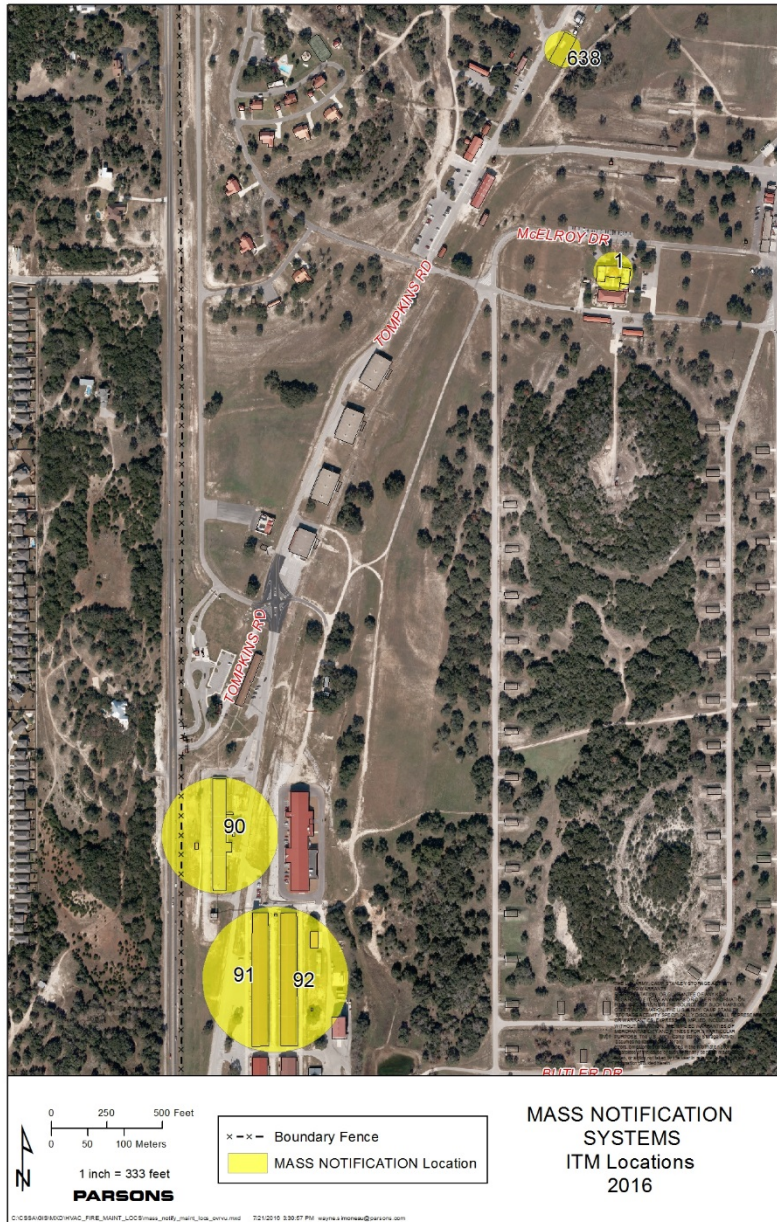
LOCATIONS OF EMERGENCY LIGHTING RINSPECTION, TESTING, AND MAINTENANCE SERVICES

- B1
- B2
- B4
- B9
- B10
- B36
- B38
- B44
- B45
- B79
- B90
- B91
- B92
- B93
- B94
- B95
- B96
- B98
- A100
- A101
- A102
- A103
- Viking Compound (172)
- B200
- B201
- B204
- B210
- B292
- B300
- B600
- B601
- B602
- B603
- B604
- B606
- B611
- B638
- B700
- B706
- B709
- B711

Task 8: Mass Notification Systems ITM

LOCATIONS OF MASS NOTIFICATION SYSTEMS INSPECTION, TESTING, AND MAINTENANCE SERVICES

- 1
- 90
- 91
- 92
- 638



Task 8: Dry Chemical Systems ITM

LOCATIONS OF DRY CHEMICAL SYSTEMS INSPECTION, TESTING, AND MAINTENANCE SERVICES

- B86
- B206
- B625



Schedule

| Task Name | Duration | Start | Finish |
|--|-----------|---------------|----------|
| Environmental Restoration Activities | | 9/8/14 | |
| Administrative Record Updates - Quarterly | 261 days | 6/1/16 | 5/31/17 |
| EPA Progress Reports | 170 days | 5/16/16 | 1/6/17 |
| EPA Progress Report - July 2016 | 39 days | 5/16/16 | 7/7/16 |
| EPA Progress Report - January 2017 | 35 days | 11/21/16 | 1/6/17 |
| Regulatory Meetings | 104 days | 8/18/16 | 1/10/17 |
| Summer 2016 Meeting | 1 day | 8/18/16 | 8/18/16 |
| Winter 2016 Meeting | 1 day | 1/10/17 | 1/10/17 |
| Public Meeting | 0 days | 3/9/17 | 3/9/17 |
| Administrative Order Documents | 196 days | 3/28/16 | 12/26/16 |
| Construction Quality Assurance (QA) Plan | 157 days | 3/28/16 | 11/1/16 |
| CMI Report | 101 days | 8/8/16 | 12/26/16 |
| Operations, Maintenance & Monitoring (OMM) | | | |
| SWMU B-3 - Bioreactor | | | |
| Monitoring - Daily | 240 days | 6/1/16 | 5/2/17 |
| Scheduled Sampling - Monthly, Quarterly, and Semi-Annual | 240 days | 6/1/16 | 5/2/17 |
| O&M | 261 days | 6/1/16 | 5/31/17 |
| Reporting | 173 days | 11/7/16 | 7/6/17 |
| SWMU B-3 O&M Plan - 2017 | 50 days | 11/7/16 | 1/13/17 |
| Annual UIC Letter - 2017 | 0 days | 7/6/17 | 7/6/17 |
| Annual Performance Report - 2017 | 0 days | 5/8/17 | 5/8/17 |
| Lactate Application | | | 5/31/17 |
| AOC-65 | | | |
| Monitoring - ISCO Quarterly Monitoring | 181 days | 9/5/16 | 5/15/17 |
| ISCO Quarterly Monitoring | 10 days | 9/5/16 | 9/16/16 |
| ISCO Quarterly Monitoring | 10 days | 10/31/16 | 11/11/16 |
| ISCO Quarterly Monitoring | 10 days | 2/6/17 | 2/17/17 |
| ISCO Quarterly Monitoring | 10 days | 5/2/17 | 5/15/17 |
| O&M | 261 days | 6/1/16 | 5/31/17 |
| Reporting | 125 days? | 12/12/16 | 6/5/17 |
| Semi Annual UIC Letter to TCEQ | 125 days | 12/12/16 | 6/5/17 |
| December 2016 | 0 days | 12/12/16 | 12/12/16 |
| June 2017 | 0 days | 6/5/17 | 6/5/17 |
| AOC-65 O&M Manual - Update | | | 5/31/17 |
| AOC-65 O&M Report | | | 5/31/17 |
| Injection/Treatment - Application | | | 5/31/17 |
| Groundwater Restoration Program | | | |
| Groundwater Monitoring | 220 days | 6/1/16 | 4/4/17 |
| Groundwater Sampling - Quarterly/Annual | 11 days | 6/1/16 | 6/15/16 |
| Groundwater Sampling - Quarterly | 14 days | 9/15/16 | 10/4/16 |
| Groundwater Sampling - Quarterly | 10 days | 12/7/16 | 12/20/16 |
| Groundwater Sampling - Quarterly | 21 days | 3/7/17 | 4/4/17 |

| Task Name | Duration | Start | Finish |
|---|----------|---------------|----------|
| Groundwater Restoration Program, Cont. | | | |
| Work Plan, SAP Revisions | | | |
| O&M - GAC Maintenance | 261 days | 6/1/16 | 5/31/17 |
| Reporting | 296 days | 5/25/16 | 7/12/17 |
| Quarterly Reporting - On/Off Post | 165 days | 7/11/16 | 2/24/17 |
| Quarterly Report - January/February/March Events | 20 days | 7/11/16 | 8/5/16 |
| Quarterly Report - April/May/June Events | 20 days | 8/1/16 | 8/26/16 |
| Quarterly Report - July/August/September Events | 20 days | 10/3/16 | 10/28/16 |
| Quarterly Report - October/November/December Events | 20 days | 1/30/17 | 2/24/17 |
| Annual Report - 2016 | 101 days | 2/22/17 | 7/12/17 |
| Annual Fact Sheet - 2017 | 207 days | 5/25/16 | 3/9/17 |
| Well Owner Letters | 151 days | 10/5/16 | 5/4/17 |
| September 2016 Sampling Event Letter | 30 days | 10/5/16 | 11/15/16 |
| December 2016 Sampling Event Letter | 8 days | 2/22/17 | 3/3/17 |
| March 2017 Sampling Event Letter | 0 days | 5/4/17 | 5/4/17 |
| Environmental Program Support | | | |
| Administrative Support | 261 days | 5/31/16 | 5/30/17 |
| Meetings | 261 days | 5/31/16 | 5/30/17 |
| BIM Support | 261 days | 6/1/16 | 5/31/17 |
| LAN Support | 261 days | 6/1/16 | 5/31/17 |
| GIS Support | 261 days | 6/1/16 | 5/31/17 |
| Environmental Compliance Activities | | 9/8/14 | |
| Environmental Compliance Plans | | 9/8/14 | |
| Hazardous Materials Emergency Response Plan | | | 5/31/17 |
| EMS | | | 5/31/17 |
| Spill Prevention, Control, and Countermeasures Plan | | | 5/31/17 |
| Site Management Plan | | | 5/31/17 |
| Environmental Liability Estimate | 46 days | 7/18/16 | 9/19/16 |
| INRMP | | | 5/31/17 |
| Drinking Water Supply System | | 9/8/14 | |
| Water Supply System O&M - Weekly Checks | 261 days | 6/1/16 | 5/31/17 |
| Reporting | 243 days | 7/10/16 | 6/14/17 |
| TWDB Use Survey | 0 days | 3/1/17 | 3/1/17 |
| Consumer Confidence Report | 47 days | 4/11/17 | 6/14/17 |
| Water Production and Distribution System Summary Report | 23 days | 4/4/17 | 5/4/17 |
| DLQOR | 195 days | 7/10/16 | 4/10/17 |
| DLQOR - Quarterly Report | 0 days | 7/10/16 | 7/10/16 |
| DLQOR - Quarterly Report | 0 days | 10/10/16 | 10/10/16 |
| DLQOR - Quarterly Report | 0 days | 1/10/17 | 1/10/17 |
| DLQOR - Quarterly Report | 0 days | 4/10/17 | 4/10/17 |

Parsons Kickoff

- Project Management Plan
- Staff Meetings
 - Continue weekly
 - Please let me know in advance if you can't attend
- Health and Safety
 - AHAs – new activities should have an AHA
 - Safety Committee – need?
 - Training and Medical Monitoring – maintain current documents on Parshare
- Expenses
 - Check allowable rates, 75% per diem on travel days
 - Timely submission/approval
- CSSA Vehicles
 - Availability
 - Check out/in procedures
 - Fueling
 - Normal wear and tear vs. damages - procedures
- Cell Phone Usage
 - No texting or talking when driving on-post