RESTORATION ADVISORY BOARD (RAB) WORK PLAN
FORMER CAMP CROFT
SPARTANBURG, SOUTH CAROLINA

Prepared for:

US Army Engineering and Support Center, Huntsville

Contract: W912DY-04-D-0007
Task Order: 0007
Project Number: I04SC001603

Geographical District:
Charleston

Prepared By:

ZAPATA ENGINEERING
TRUST • INTEGRITY • QUALITY
6302 Fairview Road, Suite 600
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September 2006

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GEOGRAPHICAL DISTRICT:
CHARLESTON

Prepared By:

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6302 FAIRVIEW ROAD, SUITE 600
CHARLOTTE, NORTH CAROLINA 28210
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SEPTEMBER 2006

Signed: _____
Suzy Cantor-McKinney
Project Manager

Signed: _____
Larry Hudgins
Quality Manager

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ABBREVIATIONS AND ACRONYMS

COE	Corps of Engineers
DERP	Defense Environmental Restoration Program
DID	Data Item Description
EP	Engineer Pamphlet
FUDS	Formerly Used Defense Sites
IT	Information Technology
MEC	Munitions and Explosives of Concern
MR	Munitions Response
OOU	Ordnance Operable Unit
QC	Quality Control
RAB	Restoration Advisory Board
USAESCH	US Army Engineering Support Center, Huntsville
UXO	Unexploded Ordnance

1.0 INTRODUCTION

ZAPATAENGINEERING, P.A., under contract to the US Army Engineering and Support Center, Huntsville (USAESCH) will provide support services to maintain the Restoration Advisory Board (RAB) for the US Army Corps of Engineers, Charleston District in accordance with the Performance Work Statement dated April 17, 2006 (Appendix A).

1.1 PURPOSE

The RAB will be established as a forum for discussion and exchange of information between the US Army Corps of Engineers (COE), state and local regulators, and the community about Munitions Response (MR) activities scheduled for the former Camp Croft. The RAB will be established in accordance with the Department of Defense Restoration Advisory Board Implementation Guidelines and the Formerly Used Defense Sites (FUDS) Restoration Advisory Boards Execution and Implementation Requirements, in accordance with EP 1110-3-8, *Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites (FUDS)*, December 1999.

1.2 SCOPE

1.2.1 ZAPATAENGINEERING will update the existing Work Plan, in accordance with DID MR-005-01. ZAPATAENGINEERING will provide personnel and administrative support to assist the RAB for the one year, based on Task Order period of performance. The level-of-effort required to establish, support, and advise the RAB will be driven by the height of public interest, the complexity and number of issues raised by the MR process, the level of support and independent review and guidance requested by the RAB members, the occurrence of accidents at the site, safety concerns, and factors that cannot be anticipated.

1.2.2 RAB Member responsibilities will include:

- providing guidance on MR issues to the US Army Corps of Engineers and regulatory agencies;
- holding regular meetings at convenient times and locations, publicly announced, and open to the public;
- reviewing, evaluating, and commenting on documents;
- identifying proposed project requirements;
- recommending priorities among restoration activities; and
- identifying applicable standards for munitions and explosives of concern (MEC) removal, consistent with planned land use.

1.3 BACKGROUND

The work to be conducted under this Work Plan is managed within the Defense Environmental Restoration Program - Formerly Used Defense Sites. The RAB will act as a forum for discussion and exchange of information between governmental agencies and the affected community on the MR activities. The RAB will provide an opportunity for the stakeholder to have a voice and actively participate in the review of technical documents, progress of removal activities, and provide individual advice to the decision-makers regarding restoration activities.

The RAB will focus on the MR activities only, and will not be a forum for other community concerns.

1.4 SITE DESCRIPTION

Camp Croft was established as a World War II Army Infantry Replacement Training Center on January 10, 1941. The camp consisted of two general areas that included a series of firing ranges and a troop housing area with attached administrative headquarters. The former Camp Croft is located approximately five miles southeast of Spartanburg, South Carolina, and encompasses approximately 19,045 acres. A portion of the former training facility is currently used as Croft State Park, operated by the State of South Carolina. There are also residential, recreational, industrial, and commercial areas within the boundary of the former Camp Croft.

1.5 MUNITIONS RESPONSE ACTIVITIES

The following MR activities have occurred since the inception of the Community Relations Program at the former Camp Croft 1996. Two Engineering Evaluations/Cost Analyses (EE/CA) have been completed for the former Camp Croft. Areas of investigation are divided into smaller, manageable areas referred to as ordnance operable units (OOUs). Munitions removal has occurred at OOU3 and OOU6 per the recommendations of the EE/CA and subsequent Action Memoranda.

Phase I - January 1996
Action Memorandum dated February 1996
Phase II - January 1998
Phase I Removal Actions in Wedgewood 1996 - 1997
Action Memorandum dated March 1999
Munitions Clearance at OOU6 1998 - 1999
Phase II Removal Actions in Wedgewood 1999 - 2000, 2005 - 2006

2.0 TECHNICAL MANAGEMENT APPROACH

2.1 RESTORATION ADVISORY BOARD

2.1.1 ZAPATAENGINEERING will provide all logistical support for the Camp Croft RAB. The RAB will meet on a regularly scheduled basis (anticipated quarterly) at a location in proximity to Croft State Natural Area to facilitate attendance.

2.1.2 At conclusion of the period of performance of our Camp Croft Program Integration Task Order in March 2006, ZAPATAENGINEERING completed solicitation for individuals interested in being considered for the 2006 - 2008 RAB. Community Interest Forms were widely disseminated via mailings, distribution at RAB meetings, and posting on the website. Once completed by interested individuals, these forms were submitted to the Charleston District for approval. Once the Corps selects the RAB, we will complete this important selection process by notifying each applicant via telephone and confirming their interest and commitment to serve on the upcoming RAB.

2.1.3 An educated RAB is essential for successful community support. ZAPATAENGINEERING will distribute the updated RAB notebooks that will contain salient documents that will provide a firm foundation of institutional knowledge at the first RAB meeting. These documents will include, at a minimum: project fact sheets, by-laws, and references such as, presentations, transcript summaries, and meeting agendas. To educate new RAB members, we will conduct an orientation, covering topics such as an overview of the FUDS program, project requirements, and roles/responsibilities of a RAB. This orientation will be an agenda item for the first RAB meeting. ZAPATAENGINEERING will also facilitate the election of a RAB Chair at the first meeting.

2.1.4 ZAPATAENGINEERING will notify the community and RAB members of each scheduled meeting approximately two weeks prior via mailed meeting reminder cards, paid advertisements of the meetings in the local newspapers, public notices, and posting on the Camp Croft website. Our mailing list will continually be updated with addresses of meeting attendees and notifications of interested parties via word-of-mouth. We will coordinate all meeting logistics, including development of an agenda and an opportunity for an on-site RAB rehearsal prior to the meeting in coordination with the RAB Chair and US Army Corps of Engineers. ZAPATAENGINEERING will also secure a meeting facility that is handicapped accessible and satisfies all audio-visual requirements. ZAPATAENGINEERING will have a transcriber at each meeting. Transcripts will be placed in the established local information repository (Spartanburg County Public Library, 151 S. Church Street) for public access, as well as posted on the Camp Croft website. Copies will be provided to the USAESCH and US Army Corps of Engineers, Charleston District.

2.1.5 At the completion of the term of the RAB, ZAPATAENGINEERING will distribute Community Interest Forms to individuals interested in being considered for the next RAB. RAB selection will be in accordance with EP 1110-3-8, *Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites (FUDS),* dated December 1, 1999.

2.1.6 The following process will be followed for solicitation of new RAB members at completion of their term, which is currently two years. The RAB will be comprised of representatives from federal, state, and local government agencies, and members of the local community. Membership will reflect the composition of the community near the site and diverse local interests. It is anticipated that the RAB will have no more than 20 members, including a US Army Corps of Engineers Co-Chair and a Community Co-Chair.

2.1.7 ZAPATAENGINEERING will make an effort to draw a diverse membership from the local business community, local medical community, residents and owners of property on or near the former Camp Croft, public interest groups, local government, and religious and educational institutions.

2.1.8 RAB members will serve as a conduit for information flow to and from the community. They will be asked to review a variety of information concerning the site restoration, including draft and final technical documents, proposed and final plans, status reports, and consultants' reports. The members will be responsible for reviewing this material and providing comments and input at the RAB meetings.

2.2 COMMUNITY INTEREST FORM

A Community Interest Form will be developed soliciting interest in being considered for the RAB. A Press Release will be prepared, approved by USAESCH and the Charleston District Corps of Engineers, and distributed to the local media outlets explaining the purpose of the RAB and announcing the opportunity to submit a Community Interest Form for consideration to be on the RAB and the process to obtain the forms. Forms will be distributed at RAB meetings conducted prior to term-end of the current RAB, as well as be available on the project website and at the Information Repository. Forms will also be mailed to those on the mailing list. The turn-around time for receipt of the completed forms is estimated at four (4) weeks. Completed forms will be evaluated for representation of community interests and potential conflict of interest. Forms will be submitted to the US Army Corps of Engineers, Charleston District for approval. Upon notification of approval, ZAPATAENGINEERING will notify each individual of their selection and meeting schedule.

2.3 PROJECT WEBSITE

2.3.1 ZAPATAENGINEERING will restore the Camp Croft website and repository. We will refine, expand, and modify the website as necessary to provide quality information to the Camp Croft community as well as the Corps of Engineers. Following each quarterly RAB meeting, the meeting minutes will be added to the website for public view. The electronic repository will be updated as necessary to include files and correspondence received on DVD from the USAESCH on May 23, 2006, that were not previously posted. The website will be maintained on a Windows-based server, which will disseminate the site for public view, monitor site traffic to determine how many users visit the site, identify the most frequented website features, and provide an option for customer feedback. We will execute incremental backups of the website and back-end database numerous times each day and a full backup each evening to ensure prompt reestablishment in the event of an outage. At the conclusion of the period of performance, we will create a back-up of all RAB data and distribute to the Corps of Engineers.

2.3.2 The website will contain both secure and non-secure links to the project GIS, meeting schedule, meeting transcripts, electronic data repository, all previous RAB data, studies, correspondence, and contract files. The public will be able to readily view history of the former Camp Croft, the schedules for upcoming meetings, meeting minutes, and a project GIS. Access to secure documents within the data repository will require a registered user name and password to view. Access will be granted based upon concurrence of the USAESCH and Charleston District.

2.4 DATA REPOSITORY (ELECTRONIC AND HARD-COPY)

The electronic repository will be re-established and maintained by our Information Technology (IT) Specialist, accountable to the Project Manager. Copies of project-related deliverables prepared by ZAPATAENGINEERING and/or other contractors supporting the US Army Corps of Engineers FUDS program at the former Camp Croft will be provided to the information repository at the Spartanburg County Public Library on South Church Street throughout the duration of this Task Order.

2.5 PROJECT MANAGEMENT

2.5.1 Our Project Manager, Ms. Suzy Cantor-McKinney will be responsible for developing project schedules and budgets, and ensuring that all deliverables satisfy project requirements and are conducted in accordance with applicable DIDs. Ms. Cantor-McKinney's resume is in Appendix B. A project schedule is included in Appendix C. Ms. Cantor-McKinney will be supported by in-house UXO-qualified personnel for technical accuracy of informational brochures and IT personnel for maintaining the website and electronic informational repository.

2.5.2 Under this task, ZAPATAENGINEERING will subscribe to, and routinely review local newspapers for relevant project-related articles. Articles will be posted to the Camp Croft website and forwarded to the US Army Corps of Engineers for their files. ZAPATAENGINEERING will coordinate inquiries from members of the community through the USAESCH and US Army Corps of Engineers, Charleston District in accordance with DID MR -055, Telephone Conversations/Correspondence Records. These records will be prepared for each conversation and maintained as part of the project file. ZAPATAENGINEERING will maintain a toll-free phone number to facilitate positive community relations and enhance communications with local residents. ZAPATAENGINEERING will routinely update mailing lists for accurate and timely meeting notifications.

2.6 REPORTING

The Project Manager will report schedule and budget compliance to the USAESCH on a monthly basis. In addition, a quarterly report will include all RAB activities such as minutes of meetings, briefings, articles, flyers, and records of communication. This report will also provide a list of significant actions and events for the next quarter to enable the USAESCH and Charleston District Project Managers to remain proactively engaged as necessary in the Camp Croft RAB. Electronic data files will also be provided to the USAESCH on a quarterly basis as a CD/DVD.

3.0 QUALITY CONTROL PLAN

3.1 QUALITY MANAGEMENT

3.1.1 Our Quality Management system is integrated into all facets of work. Our Quality Manager will review deliverables to ensure adherence to the PWS and performance metrics. Our program will ensure:

- Timely submittals of technically correct deliverables
- Timely completion of scoped tasks
- Sound management of schedule and cost
- Customer satisfaction

3.1.2 Written materials prepared for public dissemination will be reviewed for format, content, accuracy, and grammar. Based on our extensive institutional knowledge of the project and field activities over the past ten years, our Quality Manager has access to an extensive lessons learned database. Once our Quality Manager has conducted a review, all material prepared for public consumption will be submitted to the USAESCH and US Army Corps of Engineers, Charleston District for concurrence prior to release.

3.1.3 ZAPATAENGINEERING's Quality Control process for website maintenance and data upload includes various protocols to ensure data integrity and completeness. The Camp Croft website will be hosted 24 hours per day/7 days per week. The hosting server will execute incremental backups numerous times each day and a full backup each evening to ensure prompt reestablishment in the event of an outage. Disk-to-disk online backups are performed nightly to an online EMC NAS device. Weekly full backups are written to tape and sent offsite for storage. The hosting server will be continuously monitored to verify correct operation. Only information which has been approved for public use and provided by the USAESCH will be posted to the website. All documentation is subject to rigorous examination for accuracy prior to being uploaded. Web pages will be evaluated with each update to ensure that all links throughout the site are complete.

3.1.4 ZAPATAENGINEERING continues to inventory available digital and hard-copy documents and files in Huntsville, AL, Charleston, SC, Spartanburg, SC, and Charlotte, NC. Duplicate files/documents will be identified to prevent duplicate file entries.

3.1.5 Implementation of our data management-specific Quality Control (QC) system ensures complete and accurate data management. QC is accomplished by cross-referencing a percentage of original documents with those in the database to ensure they are properly categorized and accurately entered. The database continues to be accessible to the public and the US Army Corps of Engineers via the Internet. ZAPATAENGINEERING will continue to maintain hard copies of documents at the Spartanburg information repository and at ZAPATAENGINEERING's Charlotte office.

4.0 REFERENCES

US Army Corps of Engineers, 1999, EP 1110-3-8 *Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites (FUDS)*

USAESCH, 2003, *Data Item Description MR-005-01, Type II Work Plan*

ZAPATAENGINEERING, 1999, *Former Camp Croft Work Plan*

APPENDIX A
PERFORMANCE WORK STATEMENT

SECTION C
PERFORMANCE WORK STATEMENT
RESTORATION ADVISORY BOARD (RAB) SUPPORT
FORMER CAMP CROFT, SC
PROJECT NO. I04SC001603
17 April 2006

1.0 OBJECTIVE

Provide management, support, execution and oversight of the Former Camp Croft, SC Restoration Advisory Board (RAB). This work is to be performed in accordance with EP 1110-3-8 "Engineering and Design - Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites (FUDS)."

2.0 GENERAL

The Government makes no claims as to the accuracy of the site data supplied and/or the actual site conditions to be encountered. The contractor accepts all responsible for identifying and considering all factors that may affect the cost to execute the work. The contractor attests that it has been provided sufficient opportunity to ascertain the conditions of the site and at their own risk has used any data or information provided to them by any party. Pricing for firm fixed price tasks is considered final. Proposal shall not contain any qualifying or conditional statements thereto. Any such conditions included in the Offeror's proposal shall be considered as informational only and shall not be considered as contractually binding to either party.

The Infantry Replacement Training Center in Spartanburg, South Carolina was activated on January 10, 1941. The military reservation encompassed approximately 19,000 acres. The camp was declared excess to the War Assets Administration in 1947, and over the next three years, the land was disposed of piecemeal by sale or quitclaim to organizations, business interests and former owners. Approximately 7,000 acres of the former Camp Croft comprise Croft State Park. The remaining acreage is a mix of residential, farming and business development. Additional background information may be found on the Charleston District internet site.

2.1 Regulatory Guidelines: The work required under this Performance Work Statement (PWS) falls under the Defense Environmental Restoration Program - Formerly Used Defense Sites (DERP-FUDS). Munitions and Explosives of Concern (MEC) exist on property formerly owned or leased by the Department of Army that is the subject of this PWS.

2.2 Quality Management: The contractor is responsible for the control of product quality and for offering to the Government for acceptance only those products/services that conform to the contractual requirements. Site specific quality control plans shall be prepared in accordance with DID MR-005-11.

2.3 Project Management**:** The contractor shall execute each task under the direction of a Project Manager (PM) meeting the qualification requirements of the basic contract (W912DY-04-D-00XX), Section C, who shall ensure that all work is accomplished with adequate internal

controls. The PM shall implement procedures to eliminate conflicts, errors, and omissions and ensure the accuracy of all output. The PM shall answer all questions from the CO or the USAESCH project manager pertaining to the task order. The PM shall coordinate all administrative and cost accounting details of the assigned task order.

2.4 Program Management: The contractor shall designate a program manager, meeting the requirements of "Project Manager" in accordance with the basic contract (W912DY-04-D-00XX), Section C, who provides a single point of contact for the CO, provides programmatic reporting to USAESCH, and who can address overall management and contracting issues.

2.5 Data Item Descriptions (DIDs): Data Item Descriptions are part of this contract and are available at the following: **http://www.hnd.usace.army.mil/oew/didsindex.aspx.**

3.0 SUMMARY OF REQUIREMENTS – TASKS AND DELIVERABLES

3.1 TASK 1: RESTORATION ADVISORY BOARD (FFP): The contractor shall provide all personnel, supplies, accommodations and equipment required to effectively manage and execute the ongoing RAB for the Former Camp Croft. This work is to be performed in accordance with EP 1110-3-8 "Engineering and Design - Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites (FUDS)" located at: http://www.usace.army.mil/publications/eng-pamphlets/ep1110-3-8/entire.pdf
This effort shall include the following services as a minimum: quarterly RAB meetings held in the vicinity of the project site (agenda and presentation/briefing); preparation of RAB meeting minutes; monthly reporting; project scheduling; monitoring public publications and information relevant to the project; issuance of public notices and invitations to concerned parties or those otherwise identified; and a work management plan for this effort. The contractor shall develop and maintain a data repository in the form of a project website for all documentation related to the Camp Croft program. This repository shall include all previous RAB data, studies, correspondence, contract files, Restoration Advisory Board records, and other appropriate documents. The repository shall include electronic copies of all information. These files shall be accessible via the internet to CEHNC, CESAC, CESAD, and the public as defined during system development. The data files shall be provided to US Army Engineering and Support Center, Huntsville on CD/DVD quarterly. The final quarterly report and data file deliverables (electronic) constitute completion of the task.

3.2 TASK 2: RESTORATION ADVISORY BOARD, YEAR 2 (FFP): Optional
See Task 1 description.

3.3 TASK 3: RESTORATION ADVISORY BOARD, YEAR 3 (FFP): Optional
See Task 1 description.

4.0 SUBMITTALS AND CORRESPONDENCE

4.1 Schedule: The Contractor shall submit a proposed Project Schedule in a format compatible with Primavera within 30 calendar days of task order award. The Contractor shall update the schedule in accordance with DID MR-085 Project Status Report. A schedule of RAB related events shall be maintained on an internet site accessible by the public, and shall reflect RAB meeting dates, public functions, and other significant events of interest related to the Former Camp Croft.

4.2 Work Plan**:** Work Plan (WP) prepared and submitted IAW DID MR-005-01. The contractor shall use the applicable sections of the DID. The contractor shall use the chapters necessary for this task order and contrary to paragraph 2 of the DID the contractor shall not retain the chapter heading nor the declaration for chapters not used.

4.3 Telephone Conversations/Correspondence Records**:** The Contractor shall keep a record of each phone conversation and written correspondence concerning this Task Order in accordance with DID MR-055. A copy of this record shall be attached to the Project Status Report.

4.4 Project Status Reports**:** The Contractor shall prepare and submit Project Status Reports in accordance with DID MR-085 and include any other items required in the PWS.

4.5 Computer Files**:** All final text files generated by the Contractor under this contract shall be furnished to the Contracting Officer in Microsoft Word 2000 or higher software. Spreadsheets shall be in Microsoft EXCEL. All final CADD drawings shall be in Microstation 95 or higher. All GIS data shall be in ESRI (Arcview/Arcinfo) format.

4.6 PDF Deliverables**:** In addition to the paper and digital copies of submittals, the final version of any and all reports and/or plans shall be submitted, uncompressed, on CD/DVD in PDF format along with a linked table of contents, linked tables, linked photographs, linked graphs, and linked figures, all of which shall be suitable for viewing on the Internet. The PDF files shall be created from source documents whenever possible.

4.7 Identification of Responsible Personnel**:** Each report shall identify the specific members and title of the Contractor's staff and subcontractors that had significant and specific input into the reports' preparation or review.

4.8 Public Affairs:

4.8.1 The Contractor shall not publicly disclose any data generated or reviewed under this contract. The Contractor shall refer all requests for information concerning site conditions to the local Corps of Engineers Public Affairs Office (Savannah District) with a copy furnished to the USAESCH PM. Reports and data generated under this contract are the property of the DoD and

distribution to any other source by the Contractor, unless authorized by the Contracting Officer, is prohibited.

4.8.2 All reports and data, including all electronic data and software, generated under this contract are the property of the Department of Defense who owns it and can use it or disseminate it without restriction or limitation. Distribution to any other source by the contractor, unless authorized by the CO, is prohibited.

4.9 Submittals**:** The Contractor shall furnish copies of any plans, maps, presentations and reports generated as a product of this task order to each addressee listed below in the quantities indicated. The Contractor shall submit 1 copy on CD/DVD with each hard copy of the Final versions of all submittals (Work Plans, Reports, Plans, etc) in accordance with section 4.4. The Contractor shall submit 1 copy on CD/DVD with each hard copy of the Final Versions of all submittals (Work Plans, Reports, Plans, etc) in accordance with section 4.5. For purposes of the PWS all days are considered calendar days.

ADDRESSEE	**COPIES**
U.S. Army Engineer District, Charleston ATTN: CESAC-PM-M (Mr. Ronald Nesbit) PO BOX 919 Charleston, SC 29402-0919	4
US Army Engineering and Support Center, Huntsville ATTN: CEHNC-OE-DC (Brendan Slater) 4820 University Square Huntsville, AL 35816-1822	4

4.10 Submittals and Due Dates**:**

SUBMITTAL	**DUE DATES**
Project Schedule, Proposed	30 days after award
Work Plan, Draft	30 days after award
Final Work Plan & Schedule	30 days from comments received
Project Status Report	monthly, with payment request
RAB Meeting Minutes / Report	quarterly, with payment request
Data Repository Files	quarterly, with payment request

5.0 REFERENCES

1. Camp Croft Historical Analysis, OCT 2005 (CD)
2. RAB Archive Database (CD/DVD)

6.0 QUALITY ASSURANCE PERFORMANCE

The Contractor shall implement an accepted Quality Control (QC) Program. The Quality Control Program shall include QC procedures for all aspects and types of work. The Contractor shall ensure that QC documentation is maintained, and provided in the Final Report(s). The Government will perform Quality Assurance (QA) on all aspects of this task order as established in the Quality Assurance Surveillance Plan (QASP), to be issued after award and in conjunction with performance metrics defined herein and in accordance with EP 1110-3-8. Final deliverables found to be unacceptable shall be corrected at no cost to the Government. In addition if any Government QA review identifies a process failure or a work product deficiency, the contractor will be issued a Corrective Action Request (CAR). The Contractor shall provide full documentation detailing the cause of the failure, why it was not detected in the Contractor's QC Program, how the problem was corrected, and how the process was modified to prevent future occurrences. Failure can be defined as workmanship or work products not complying with the WP or not meeting project needs and/or objectives.

6.1 The performance and subsequently the evaluation of the contractor shall be based on certain performance metrics. The metrics include quality of product/service, schedule, cost control, business relations, management of key personnel and safety. Evaluations will normally be performed at least on a per Task Order basis and annually. Appraisals will be issued to support exercising subsequent option periods using AFARS 42.15 and ER 715-1-19. The contractor will be allowed to provide input to specific performance metrics on a Task Order basis. Performance metrics are as follows:.

6.1.1 Quality:

6.1.1.1 Conformance with PWS; minimum of deficiencies noted by the QA process.

6.1.1.2 Government reviewers do not find it necessary to make extensive and/or repetitive comments, correspondence or other communication regarding issues of which the contractor should have thorough knowledge.

6.1.2 Schedule:

6.1.2.1 Timely and complete submission of draft and final deliverables IAW PWS.

6.1.2.2 Timely commencement and completion of work under the specific tasks on the approved project schedule.

6.1.2.3 Factors that may result in changed schedule are identified to the USAESCH project manager, in writing, in a timely manner.

6.1.3 Cost Control:

6.1.3 1 No unauthorized cost overruns.

6.1.3.2 Monthly cost reports, or milestone payment requests, are accurate and submitted IAW PWS.

6.1.3.3 Factors that may result in changed cost are identified to the USAESCH project manager, in writing, in a timely manner.

6.1.4 Business Relations:

6.1.4.1 Met contractual obligations.

6.1.4.2 The customer (local Corps District, local installation representatives, etc) is satisfied with the work performed.

6.1.5 Management of Key Personnel:

6.1.5.1 Key personnel were highly qualified, responsive and cooperative.

6.1.5.2 Key personnel were able to manage their resources efficiently.

6.1.5.3 Key personnel were knowledgeable and effective in their areas of responsibility.

6.1.6 Safety:

6.1.6.1 No Class “A” Accidents.

6.1.6.2 No major safety violations.

6.1.6.3 Minor safety violations uncommon.

6.1.6.4 No pattern of non-compliance with project safety standards.

6.2 Incentives. Incentives may be awarded to the contractor on a Task Order basis when he achieves an excellent overall performance rating on that Task Order. Incentives for excellent performance may include but are not limited to:

6.2.1 Letters/Certificates of Commendation presented in public ceremonies by USAESCH officials.

6.2.2 Recognition in USACE publications.

6.2.3 Featuring project success stories at USACE forums and seminars.

6.2.4 Posting of contractors "excellent" performance on the Huntsville Center's home page.

6.2.5 Exercising Option years of a contract.

6.3 The government reserves the right to give incentive awards for specific acts, within specific areas or to specific individuals as well as on a Task Order basis.

6.4 Performance Improvement Plan. Any time the contractor receives a less than satisfactory rating on any performance metric, he will be required to develop a Performance Improvement Plan to correct any deficiencies in that area.

6.5 Disincentives. Disincentives for less than satisfactory performance may include but are not limited to:

6.5.1 Poor or Unsatisfactory Performance Appraisal.

6.5.2 Not exercising Option years / periods.

6.5.3 Correction of unsatisfactory or deficient work services (at no cost to the government).

QASP Performance Metrics for Performance Assessment Record (PAR)

	Exceptional	Very Good	Satisfactory	Marginal	Unsatisfactory
PAR Category: Quality of Product or Service					
Performance indicator: Document reviews					
Draft Plans and Reports	All contract-milestone documents approved as submitted	One or more documents or sub-plans were approved as submitted, but exceptions were noted. Resubmissions were not required.	One or more documents or sub-plans required revisions to be resubmitted for approval prior to proceeding. Resubmission of an entire document or sub-plan was not required.	One or more documents or sub-plans required revisions to be resubmitted for approval prior to proceeding. Resubmission of an entire document or sub-plan was required.	One or more documents or sub-plans did not comply with contract requirements, or one or more documents or sub-plans required more than one resubmission of the entire document or sub-plan prior to its approval.
PAR Category: Schedule					
Performance indicator: Timely completion of tasks					
Final Work Plans and Reports, project milestones, T.O. invoices	All document submittals and task order milestones and invoices complete and approved by T.O date, project closed out/final invoice approved ahead of schedule	Project closed out/final invoice approved ahead of schedule	project closed out/final invoice approved on T.O. date	Project closed out/final invoice approved within 30 calendar days after T.O. date.	Project closed out/final invoice approved more than 30 calendar days after T.O. date.
Monthly status reports accurate			Yes		No
Performance indicator: Impacts to schedule					

Impacts caused by contractor or other causes identified, in writing, in a timely manner to apply acceptable corrective actions.			Yes		No
PAR Category: Cost Control					
Performance indicator: No unauthorized cost overruns					
Unauthorized cost overruns			No		Yes
Total Project Costs	Total contract invoices less than 98% of initial T.O. authorized amount	Total contract invoices greater than 98% but less than 99.99%of initial T.O. authorized amount	Total contract invoices between 99.99% and 100% of initial T.O. authorized amount	Total contract invoices greater than 100% but less than 105% of initial T.O. authorized amount	Total contract invoices greater than or equal to 105% of T.O. authorized amount
Performance indicator: Monthly cost report					
Monthly cost reports accurate			Yes		No
Performance indicator: Impacts to cost					
Impacts caused by contractor or other causes identified, in writing, in a timely manner to apply acceptable corrective actions.			Yes		No
PAR Category: Business Relations					
Performance indicator: Met contractual obligations					
Corrective Actions taken were timely and effective (Refer to CARs issued			Yes		No

to contractor)					
Performance indicator: Professional and Ethical Conduct					
Meetings and correspondences with Public, project delivery team and other stakeholders	Zero letters of reprimand, grievances, or formal complaints AND one or more unsolicited letters of commendation		Zero letters of reprimand, grievances, or formal complaints	One letter of reprimand, grievance or formal complaint that was resolved through negotiation	More than one letter of reprimand, grievance or formal complaint that were resolved through negotiation OR removal of one or more project personnel as a results of a letter of reprimand, grievance or formal complaint.
Performance indicator: Customer has overall satisfaction with work performed					
Customer survey results for rating period	4.0-5.0	3.0-3.9	2.0-2.9	1.0-1.9	<1.0
Performance indicator: Personnel responsive and cooperative					
Key personnel responsive, and cooperative	Always		Most Times		Almost Never
PAR Category: Management of Key Personnel and Resources					
Performance indicator: Personnel knowledgeable and effective in their areas of responsibility					
Personnel assigned to tasks	All personnel proposed by contractor were assigned to project; some personnel were substituted by higher qualified individuals.		All personnel proposed by contractor were assigned to project; some personnel were substituted by equally qualified individuals.		All personnel proposed by contractor were assigned to project; some personnel were substituted by lesser qualified individuals.

Performance indicator: Personnel able to manage resources efficiently					
Instances when resource management had negative impact on project execution	0	1-2	3-4	5-6	>6
PAR Category: Safety					
Performance indicator: Accidents and Violations					
*Number of Class A Accidents, contractor at fault	0				1 or more
*Major safety violations	0		1		>1
*Minor safety violations	1		2-4		>4

The following guidelines are provided for issuing ratings that are subjective in nature; these ratings will be supported by the weight of evidence documented during the government's surveillance efforts:

Exceptional: Performance *meets* contractual requirements and *exceeds many* to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with *few minor problems* for which corrective actions taken by the contractor were *highly effective*.

Very Good: Performance *meets* contractual requirements and *exceeds some* to the Government's benefit. The contractual performance of the element or sub-element being assessed was accomplished with *some minor problems* for which corrective actions taken by the contractor were *effective*.

Satisfactory: Performance *meets* contractual requirements. The contractual performance of the element or sub-element contains *some minor problems* for which corrective actions taken by the contractor *appear or were satisfactory*.

Marginal: Performance *does not meet all* contractual requirements. The contractual performance of the element or sub-element being assessed reflects a *serious problem* for which the contractor has *not yet identified corrective actions*. The contractor's proposed actions appear only *marginally effective or were not fully implemented*.

Unsatisfactory: Performance *does not meet most* contractual requirements and *recovery is not likely* in a timely manner. The contractual performance of the element or sub-element contains *serious problems* for which the contractor's corrective actions *appear or were ineffective.*

7.0 PERIOD OF PERFORMANCE

Initial period of performance will be for one calendar year to commence from date of award. Optional tasks for follow-on periods of one calendar year duration each may be awarded at the discretion of the government, up to a maximum of three years total duration.

8.0 GOVERNMENT FURNISHED EQUIPMENT / PROPERTY (GFE / GFP)

None.

9.0 PAYMENTS

9.1 Payments subject to FAR for firm fixed price payments. Contractor shall submit a proposed milestone payment schedule as part of the task order proposal, for inclusion in the task order for interim deliverable payments to be authorized. Milestones will be a definable product or service provided to the government under this task order contract.

9.2 Milestones will be considered met / completed when the appropriate QC documentation has been submitted, government QA completed and the submittal and/or product is accepted by the Contracting Officer or duly appointed representative. Any payment vouchers submitted for a milestone that has not met these requirements will be rejected.

10.0 SPECIAL INSTRUCTIONS: None.

APPENDIX B
RESUMES

SUZY CANTOR-MCKINNEY
VICE PRESIDENT PROGRAM COMPLIANCE

SUMMARY OF CAPABILITIES

- Munitions Response Program Management
- Subcontract Management
- Engineering Evaluation/Cost Analysis (EE/CA)
- Footprint Reduction
- CERCLA Time and Non-Time Critical Removal Actions
- Geophysical Data Collection and Analysis
- Technical Report Preparation and Review

EDUCATION

MS, Land and Water Resource Management, University of North Texas, 1983
BS, Biology, Marshall University, 1982
OSHA 40-Hour Health and Safety Training Instruction
OSHA 8-Hour Supervisor Course 29 CFR 1910.120 (e) (4)

PROFESSIONAL EXPERIENCE

Ms. Cantor-McKinney has 20 years of technical and project management experience in all phases of environmental investigations. She currently serves as Program Manager for the $520M Military Munitions Response Program contract. As Program Manager, she manages and directs multiple, simultaneous field investigations, subcontractor activities, and in-house engineering teams at MEC sites throughout the CONUS and OCONUS. She ensures project execution within prescribed budgets, adherence to project schedules, and in conformance with the rigorous standards mandated by the client. In this capacity, she serves as the central point of contact with the client and ensures the quality of all project deliverables.

REPRESENTATIVE PROJECTS

Project Manager. Restoration Advisory Board (RAB). The former Camp Croft, Spartanburg, SC. US Army Engineering and Support Center, Huntsville and USACE Charleston District. Ms. Cantor-McKinney established the RAB in 1996 and coordinated activities of the RAB, which is comprised of diverse community members, through 2006 (completion of the Task Order). Coordination of activities included: development and implementation of the community relations plan, preparation and presentation of relevant project-related materials, conduct of public meetings, and serving as a liaison between the RAB, US Army Corps of Engineers, and the community.

Project Manager. Education and Awareness Program Support, Former Camp Elliott, Tierrasanta/Murphy Canyon, CA. US Army Engineering and Support Center, Huntsville and USACE Los Angeles District. Managed the development of a MEC education and awareness program as follow-up to the Recurring Review of the former Camp Elliott, CA. Ms. Cantor-McKinney provided direction in the design and production of educational materials informing the community of the potential dangers presented by MEC and the appropriate

response if a suspect item is found. Educational materials included refrigerator magnets, fact sheets and brochures, coloring books, and videotape.

Program Manager. Range Maintenance Activities, Schofield Barracks, Island of Oahu, HI - US Army Engineering and Support Center, Huntsville, USACE Honolulu District, and the US Army (25th Infantry Division). Management of range maintenance activities at the site, which have included surface clearance, surface inspection, and disposal of recovered MEC. Responsibilities included liaison between the client, the US Army, and USACE Honolulu District during the clearance/inspection of the project site under the requirements of CERCLA.

Program Manager. EE/CA at Heeia and Pali Combat Training Areas, Island of Oahu and OE EE/CA at Makawao Gunnery Range and Opana Point Bombing Range, Island of Maui, HI. US Army Engineering and Support Center, Huntsville and USACE Honolulu District. Provides oversight of two EE/CA projects in Hawaii to determination the extent of remaining MEC and residual risk to the public, and present an analysis of risk reduction alternatives. Concurrent field activities (geophysical surveys, location surveying, brush clearing, OE sampling) on the two islands, utilizing multiple subcontractors presents unique logistical challenges for effective project execution. Ms. Cantor-McKinney supports the Technical Project Planning process (TPP) at each site, providing a mechanism for regulators, landowners and stakeholders to be actively involved in the planning phase of OE response actions. This effort involves extensive coordination for a series of community meetings throughout the project design phase.

White Phosphorus Practice Grenade Material Removal, Fort Bragg, North Carolina. Provided oversight of a Corrective Measure Implementation (CMI) to support planned construction of a Separate Battalion Barracks Complex at Fort Bragg, North Carolina. Field activities included the excavation, removal, and subsequent containerized waste disposal of white phosphorus, broken glass, glass practice grenades, and bottle residue remaining in an area. The waste was made up of components of glass practice grenades containing white phosphorus. The excavation site was located between the end of a large parking lot and the top of a stormwater detention basin. Sheet piling was used as shoring and trench excavation protection during the excavation phase of the CMI. Removal of the suspected contaminated soil commenced after 14 feet of overburden was removed. The contaminated soil was sifted through a sifter screen to segregate remnants of frangible white phosphorus glass grenades, glass residue, or metallic scrap from the soil. Confirmatory soil samples were collected from the walls and bottom of the excavation pit after all suspected white phosphorus contaminated soil was removed. The project was completed successfully with all remnants of white phosphorus grenades and impacted soil safely removed.

Project Manager. Engineering Evaluation/Cost Analysis (EE/CA). The former H. Smart Field, Macon, GA. US Army Engineering and Support Center, Huntsville and USACE Savannah District. Responsible for conducting detailed record reviews, performing a site reconnaissance, and presenting the findings and risk reduction alternatives and associated costs for implementation for this suspected chemical warfare materiel site in the EE/CA document.

Project Manager. Intrusive Site Investigation and EE/CA at Chemical Agent and Conventional OE Site, Laurinburg, NC. US Army Engineering and Support Center, Huntsville and USACE Wilmington District. Responsible for geophysical and intrusive site suspected to contain a buried chemical warfare agent. She manages multiple subcontractors for the site investigation and ensures close coordination with the Technical Escort Unit and the Edgewood Chemical and Biological Command. In addition to the chemical agent-related activities, she managed the reacquisition and sampling of the conventional ordnance area at this site. Non-intrusive investigations and conventional munitions field efforts were completed ahead of schedule and under budget.

Program Manager. Removal at the Motlow State Community College, Tullahoma, TN. US Army Engineering and Support Center, Huntsville and USACE Mobile District. Oversight of a MEC removal action on approximately 400 acres of open and wooded land encompassing fields, agricultural areas, and a community college campus. Removal is being conducted by both mag-flag-dig operations and through geophysical mapping and anomaly reacquisition. An accelerated schedule to accommodate college campus schedules to minimize the impact to the public will be implemented.

Project Manager. Removal at OOU6, Former Camp Croft, Spartanburg, SC. US Army Engineering and Support Center, Huntsville and USACE Charleston District. Managed the MEC removal of approximately four acres of private property determined to be an impact area for 105mm artillery. Execution of this project included management of digital geophysical mapping, mag-and-dig, and the use of remotely-operated earthmoving and sifting equipment. Approximately 1,700 cubic yards of dirt were removed from the project area and processed through a mechanized sifter. During the removal action, 690 ordnance items, including expended 105 millimeter base-ejection artillery rounds, fuzes, smoke canisters, and 60 and 81 millimeter mortars were removed. More than 7,000 pounds/tons of scrap metal were removed from the site and recycled. A substantial cost and time savings was realized through aggressive project management.

Program Manager. Removal Action, Nansemond Ordnance Depot, Suffolk, VA. US Army Engineering and Support Center, Huntsville and USACE Norfolk District. Provide oversight of MEC removal action on mixed land-use properties. Munitions Response activities at the site have included surface and subsurface clearance, excavation of burial pits, and TNT removal. Challenges presented at this site include the presence of extensive amounts of construction debris, asbestos pipe insulation and suspect creosote roofing membrane.

Lori Sanders Jackson

Years of Experience: 6
Year joined firm: 2000
With other firms: 0

Education:
Bachelor of Science, Computer Engineering, University of North Carolina at Charlotte, 2004

General Expertise:
Ms. Jackson is a systems engineer specializing in the programming and implementation of Radio Frequency Identification (RFID). She provides high level technical support for RFID and other areas of the company including web design, graphic design, programming, document control, and project oversight. She provides graphic support in a variety of different mediums in the areas of web design, marketing materials, and business development. She has proven knowledge of a variety of software programs and is competent in graphic design, hardware modification, technical writing, and document and presentation formatting. Ms. Jackson has provided technical writing and document controls support for a variety of engineering and environmental documents, including reports, newsletters, brochures, and presentation materials. She has performed as a volume manager and document control manager on complex, multiple volume technical documents such as Engineering Evaluation/Cost Analysis (EE/CA), Environmental Baseline Studies (EBS), Site Assessments, Community Relation Plans, Permits, engineering review documents, and Explosive Safety Submissions (ESS). She also supports development and organization of rough data into final technical documents, manuals, reports, and proposal formats. Ms. Jackson has extensive experience preparing documentation and has taken the lead on various COE projects.

Special Training:
CPR/AED Training (May 2006)

Project Experience:
Tracking Environmental Samples using RFID. Research and design of a passive RFID system to track environmental samples throughout an environmental laboratory. System integration with existing laboratory tracking system and database infrastructure and incorporates a web-based component to indicate sample location within the laboratory. Placement considerations made for high metal concentrations and machine activity. (ZAPATAENGINEERING, 2006)

ZAPATAENGINEERING Corporate Website. Designed and implemented a database-driven informational website using C# and asp.net using Microsoft Visual Studio 2005. Websites include both corporate and Blackhawk geophysics division sites. (ZAPATAENGINEERING, 2006)

ZAPATAENGINEERING RFID Website. Designed and implemented a database-driven informational and product website in asp.net. Website contained public access to information as well as secure area with login access for project personnel. Secure area contains inventory

control mechanism, client database access, and other useful tools for project personnel. (ZAPATAENGINEERING, 2006)

Research and Analysis, RFID Competitor Analysis. Conducted research on competing companies in the field of RFID. Analyze and compare qualifications of these companies to Zapata RFID. Compile matrix of information acquired for further analysis if necessary. (ZAPATAENGINEERING, 2006)

Systems Engineer, Radio Frequency Identification. Completed technical hardware training for LNX RFID. Provide technical support in hardware modification and customization, programming, website design, and marketing materials. (ZAPATAENGINEERING, 2005-2006)

Project Management and Graphic Design, Conway Bombing and Gunnery Range Website. Created and implemented website design for the Conway Bombing and Gunnery Range website. Manage project through periodic maintenance. (ZAPATAENGINEERING, 2005-2006)

Technical Specialist, North Auxiliary Airfield General Plan. Provided technical assistance and implemented website for the General Plan and North Auxiliary Airfield (NAAF). Designed website to be easily integrated with current Geobase Portal at Charleston Air Force Base; website created to be easy to update. (ZAPATAENGINEERING, 2005)

Technical Specialist, Camp Croft Geophysical Report. Led effort in translating raw dig data into usable statistics for use by the US Army Corps of Engineers at the Former Camp Croft. (ZAPATAENGINEERING, 2005)

Proposal Writer. Various Fee Proposals. Lead writer on various fee proposals for scope modifications including establishment of a Conway BGR Project Website and additional work for the Charleston Administrative Record. (ZAPATAENGINEERING, 2005)

Proposal Writer. Various SBIR Proposals. Lead writer on various Small Business Innovative Research (SBIR) grant proposals including Development of a Novel Internet-Based Information System for Remote TB Control and Prevention Programs (PHS 2005-1 021) and Hands Free Data Collection for Aircraft Maintainers (AF05-061).

GIS Mapping Technician. Shaw AFB Land Use Study. Provided GIS mapping support to relocate housing, roads, and holes on an 18-hole golf course. Tasks included extensive use of ESRI ArcGIS, creation and modification of shapefiles, and integration of CAD into ArcGIS. (ZAPATAENGINEERING, 2005)

Technical Specialist. Shaw AFB AICUZ Study. Assisted in designing and implementing the next generation AICUZ study at Shaw AFB, which included a revolutionary design of the study to be more user friendly and useful to not only base personnel, but the surrounding community.

Tasks included design and maintenance of the study document and design and implementation of the website used to display the information conveyed in the AICUZ study.
(ZAPATAENGINEERING, 2005)

Web Designer/Administrator. ZAPATAENGINEERING Website. Assisted in implementing new design and implementation of the ZAPATAENGINEERING website which incorporated a database back-end. Tasks include maintenance and support in implementing the new website.
(ZAPATAENGINEERING, 2004)

Web Designer/Administrator. National Association of OEW Contractors Website. National Association of OEW Contractors (NAOC). Created a new design for the NAOC website, which includes greater functionality and usability compared to original site. Tasks included graphic and photo design as well as organization of site based on association needs. Additionally, continuing support includes website updates and membership management.
(ZAPATAENGINEERING, 2003)

Lead Coordinator and Technical Specialist. Former H. Smart Field Institutional Controls, Macon, GA. USACE Savannah District. Responsibilities include organizing and managing project deliverables as well as tracking and maintaining budget and contact with the client. Also design and preparation of community and contractor brochures and fact sheets. Other activities include educational film production.
(ZAPATAENGINEERING, 2003 – 2004)

Lead Coordinator. Administrative and Permanent Record Initiative, Charleston, SC. USACE Charleston District. Responsibilities include organizing project execution, maintaining contact with the client, and executing project deliverables.
(ZAPATAENGINEERING, 2003 – 2004)

Technical Specialist. Fort Benning Community Relations Plan, Ft. Benning, GA. USACE Savannah. Overcame obstacle of unknown documentation format. Provided effective report formatting and presentation based on client specifications.
(ZAPATAENGINEERING, 2003)

Technical Specialist. Medical Online Surveillance Tool (MOST) Veterinarian Module, NC Department of Agriculture. Generated design specifications for the Veterinarian Module of a previously implemented system to alert for acts of bioterrorism or disease outbreaks.
(ZAPATAENGINEERING, 2003)

Document Specialist. Engineering Evaluation / Cost Analysis (EE/CA) Work Plan, Former Lake Bryant Bombing Range, Ocala, FL. USACE Jacksonville District. Responsibilities included report and deliverable management in all levels of project execution.
(ZAPATAENGINEERING – 2003)

Data Management and Maintenance. Camp Croft Data Repository, Camp Croft, SC. US Army Engineering and Support Center, Huntsville. Responsibilities include maintenance of the database and periodic document update. Assisted in initial database population. (ZAPATAENGINEERING, 2002 – 2003)

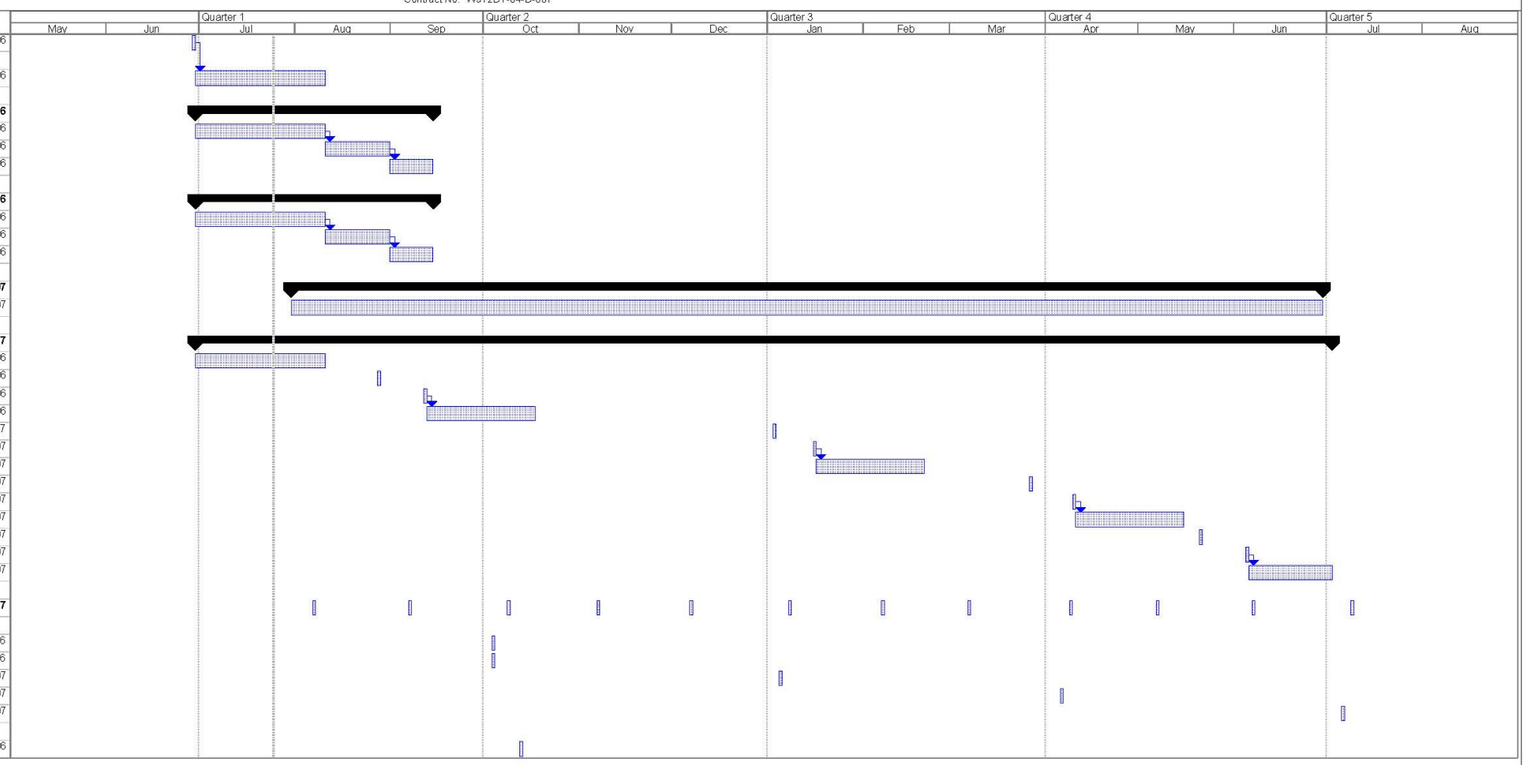
Technical Writer. Engineering Evaluation / Cost Analysis (EE/CA) Work Plan and Report, Makawao Gunnery Site and Opana Point Bombing Range, Island of Maui, Hawaii. US Army Engineering and Support Center, Huntsville. Responsibilities included OERIA analysis and reporting, section technical writing, document quality control and presentation, and deliverable management. As a result of outstanding performance, has been tasked as lead writer for a similar EE/CA report at the Former Heeia Combat Training Area and Pali Training Camp. (ZAPATAENGINEERING, 2002 – 2003)

APPENDIX C
SCHEDULE

Former Camp Croft Restoration Board
2006 - 2007

Contract No: W912DY-04-D-007

ID	Task Name	Duration	Start	Finish
1	**Task Order Award**	1 day	Thu 6/29/06	Thu 6/29/06
2				
3	**Project Schedule**	30 days	Fri 6/30/06	Thu 8/10/06
4				
5	**Work Management Work Plan**	**55 days**	**Fri 6/30/06**	**Thu 9/14/06**
6	Draft	30 days	Fri 6/30/06	Thu 8/10/06
7	Government Review	15 days	Fri 8/11/06	Thu 8/31/06
8	Final	10 days	Fri 9/1/06	Thu 9/14/06
9				
10	**Community Relations Plan**	**55 days**	**Fri 6/30/06**	**Thu 9/14/06**
11	Draft	30 days	Fri 6/30/06	Thu 8/10/06
12	Government Review	15 days	Fri 8/11/06	Thu 8/31/06
13	Final	10 days	Fri 9/1/06	Thu 9/14/06
14				
15	**Project Website**	**240 days**	**Mon 7/31/06**	**Fri 6/29/07**
16	Ongoing	240 days	Mon 7/31/06	Fri 6/29/07
17				
18	**RAB Meetings (Quarterly)**	**262 days**	**Fri 6/30/06**	**Mon 7/2/07**
19	Confirm RAB Member Status	30 days	Fri 6/30/06	Thu 8/10/06
20	Meeting 1 notifications	1 day	Mon 8/28/06	Mon 8/28/06
21	Meeting 1 (tentative)	1 day	Tue 9/12/06	Tue 9/12/06
22	Meeting Transcripts to Repository	25 days	Wed 9/13/06	Tue 10/17/06
23	Meeting 2 notifications	1 day	Wed 1/3/07	Wed 1/3/07
24	Meeting 2 (tentative)	1 day	Tue 1/16/07	Tue 1/16/07
25	Meeting Transcripts to Repository	25 days	Wed 1/17/07	Tue 2/20/07
26	Meeting 3 notifications	1 day	Tue 3/27/07	Tue 3/27/07
27	Meeting 3 (tentative)	1 day	Tue 4/10/07	Tue 4/10/07
28	Meeting Transcripts to Repository	25 days	Wed 4/11/07	Tue 5/15/07
29	Meeting 4 notifications	1 day	Mon 5/21/07	Mon 5/21/07
30	Meeting 4 (tentative)	1 day	Tue 6/5/07	Tue 6/5/07
31	Meeting Transcripts to Repository	19 days	Wed 6/6/07	Mon 7/2/07
32				
33	**Monthly Report**	**241 days**	**Mon 8/7/06**	**Mon 7/9/07**
46				
47	**Quarterly Report**	1 day	Wed 10/4/06	Wed 10/4/06
48	First Quarter	1 day	Wed 10/4/06	Wed 10/4/06
49	Second Quarter	1 day	Fri 1/5/07	Fri 1/5/07
50	Third Quarter	1 day	Fri 4/6/07	Fri 4/6/07
51	Fourth Quarter	1 day	Fri 7/6/07	Fri 7/6/07
52				
53	**Quarterly Invoicing based on Payment Milestones**	1 day	Fri 10/13/06	Fri 10/13/06



Project: Project Schedule
Date: Tue 7/25/06

Task | Split | Progress | Milestone | Summary | Project Summary | External Tasks | External Milestone | Deadline

DRAFT PROJECT SCHEDULE
Tue 7/25/06

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