

MEMORANDUM FOR RECORD

SUBJECT: Corps Specifications Steering Committee Meeting Minutes

1. The Corps Specifications Steering Committee (CSSC) met on 16-17 June 1998 in Arlington, Texas.
2. Announcements. Freddie Rush asked John Kerkowski to open the meeting pending his late arrival. Mike Dahlquist, CEMVP-PE-D, was present in proxy for Al Geisen. Tim Pope was absent and assigned his proxy vote to Don Carmen. Rick Dahnke was absent without proxy. [Enclosure 1](#) is the list of attendees.
3. Mr. Kerkowski reviewed the proposed agenda ([enclosure 2](#)). Review of minutes of the 7-8 April 1998 Committee Meeting in Arlington, Texas, was postponed to 17 June 1998 to allow everyone an opportunity to review them.
4. The minutes of the [7-8 April 1998 Committee Meeting](#) in Arlington, Texas, were reviewed on 17 June 1998 and some corrections noted. Mr. Tom Shaw moved, and Mr. George Norton seconded, to approve the minutes as corrected. Motion passed by unanimous vote.
5. HQUSACE Comments. Charles Baldi reported that CSSC funding will not pay for travel of Division members. The individual Divisions will need to provide travel for a minimum of two trips per year. Charlie will send a letter to the Divisions in support of funding CSSC activities. He also mentioned the need to discuss and schedule a proposed Specification Conference for 1999 or 2000.
6. SPECSINTACT Interagency Configuration Control and Coordinating Board ([SI-CCCB](#)) Meeting Update.
 - a. A meeting of [SI-CCCB](#) agency representatives to discuss issues on submittals in [SPECSINTACT](#) was set for 18 July 1998.
 - b. Mr. Jim Quinn reported that approximately twenty CEGS sections will have Tailoring Options (TO) available in the next [CCB](#) issue. TO has been tested by [EG&G](#), Florida, Inc., and HQ is in favor of proceeding but TO has not been field tested yet. Jim will list the sections containing TO on [TECHINFO](#) and provide guidance in CEGS notes.
 - c. A review of specification programs was conducted by HQ. [SPECSINTACT](#) will continue to be supported as the program of choice.
7. [TECHINFO](#). Mr. Quinn announced several new additions on [TECHINFO](#). [Recommended Changes to Engineering Documents](#) at the lower part of the [TECHINFO](#) home page is an automatic HQUSACE Feedback System now recommended as a convenient means for electronic submission of comments. The Feedback System can be used by all Corps personnel, A-E firms or customers.
8. Standard Procurement System (SPS) & CSI Format. The Army may adopt a SPS that is similar, but not identical, to the Navy's SPS. The Army may implement the SPS as early as November 1998. Don Carmen will check on the status and report back at the next meeting.
9. Renumbering CEGS Update.
 - a. Mr. Tom Shaw worked with Jim Quinn and identified problems with the conversion of the CEGS and CWGS to MasterFormat section numbers and consolidation into one listing. CSSC should recommend which of approximately five sections might be combined.

b. Mr. Larry Seals moved, Mr. Charlie Baldi seconded, to renumber the sections and reschedule updates to synchronize activity for similar specifications. Technical proponents will review and recommend consolidation if it is feasible. Notes will include both CW and Military points of contact. Motion passed unanimously.

c.

d. Also, when Section Titles are identical, "for Civil Works" will be added to the title. When a CW Section is consolidated into a CEGS Section, the note will include the superceded CWGS Section number. Notice will also be given in the Engineering Improvement Recommendation System (EIRS) Bulletins and e-mail to Divisions and Districts.

10. Joint Specifications Engineering Regulation (ER). We continued the review of the Draft ER as revised by Mr. Ray Duncan, dated 14 May 1998, (enclosure 3) (enclosure 4 shows redlined changes) and Freddie Rush changes (enclosure 5).

a. Mr. Charlie Baldi stated that Military counterparts were concerned with the direction of the ER as it pertains to the districts. Feedback from the CSSC is not needed and they are not willing to pay for it. We may need to discuss issues with the Engineering and Construction Chiefs, Military Programs and Civil Works, and solicit their support.

b. Mr. Freddie Rush reviewed the Military Programs' comments and concerns presented at a June meeting. Mohan Singh's concerns were addressed and the audience seemed receptive.

c. Mr. Quinn stated that informational items should not be included in the ER.

d. General discussion ensued on these issues and strategies to address them.

i. We need a commitment from HQ on the effort to combine the MP and CW specification guidance into one ER. It helps achieve uniformity of specifications throughout the Corps and our A-E contractors, which supports GEN Ballard's Vision and Quality Assurance efforts.

ii. We need to define the issues that separate CW and MP proponents and set up a briefing for Military Programs at HQUSACE. We might hold the next CSSC meeting at HQ in Washington, D.C. Charlie Baldi will try to coordinate a date in August. Freddie will draft a briefing for CSSC review and comment.

11. Notice Program Proposals. The committee decided not to recommend any change to the program at the last meeting. The program coordinators will work in concert for the time being.

12. Committee Name. The motion by Mr. Jim Quinn to change the committee name to Construction Specification Steering Committee remains tabled until the meeting after the HQ briefing.

13. CEGS Organization Guidance. Mr. Quinn will send a copy of the new CEGS Organization Guidance to CSSC members and CCB in both Portable Document Format (PDF) and MSWord format. Technical Proponents lists will also be on the TECHINFO database. Divisions should check the Technical Proponents list for updates. Mr. Tom Shaw reviewed the document and had some comments and recommended changes for Mr. Quinn.

14. Resumes of New Members.

a. Resumes of proposed district candidates for CSSC memberships were reviewed and discussed. The eligibility of current CSSC District representatives for nomination was discussed in consideration of terms specified in the Specifications Engineer ER and it was moved and seconded to adhere to the term limits established therein. The motion passed by a vote 13

21 September 1998

aye and two nay. Former District members may be nominated for a term commencing two years after their current term expires.

- b. The following candidates were accepted for CSSC consideration:
 - i. Larry A. Greep, CENWP-PE-T
 - ii. Douglas R. Larsen, CENWO-ED-DI
 - iii. Anil L. Nisargand, CENWS-ED-DB-SP
 - iv. Thomas Andre, CELRP-ED-DT
 - v. Gene A. Sommerville, CELRL-ED-M-Q
 - vi. David T. Wong, CELRE-CO-C
- c. Thomas Andre and Anil L. Nisargand were selected as new CSSC District members. Thomas Andre will serve as secretary and will be notified by Larry Seals. Anil L. Nisargand will be notified by Joe Miller
- d.
- e. CSSC will draft a letter of Commendation for District members, Steven P. Freitas and George H. Norton, whose terms expired.
- f. Mr. Joe Miller stated that the ER needs to clarify term limits and address partial term appointments. Also, the third candidate may be designated to serve as an alternate, should either of the two selected District members be unable to complete their term. Freddie will draft wording on term limits for CSSC consideration.

15. New Issues for Discussion.

- a. Specification Conference. The earliest possible date for a Specification Conference will probably be late in the second quarter of the year 2000. The CSSC will solicit Districts to see if any would host the conference. Potential candidate sites are Albuquerque, Huntsville, Omaha, or Pittsburgh.
- b. Submittals and Descriptions. Mr. George Norton expressed concern about Submittal Description numbers. Environmental, quality control, safety, and O&M manuals are items not properly addressed in submittals. They should also address Code revision impact on review requirements. It was mentioned that HQ has Resident Management System link for Quality Control Section. Also, Jim Quinn reported that Information Handling Services is providing Huntsville support for Vendor Catalog.
- c. SPECSINTACT Survey. EG&G, Florida sent out a survey to find out more about how SPECSINTACT is used. Responses will help determine priorities on improvements being considered for a major new release of SPECSINTACT as a 32-bit application. Jim will forward an e-mail message containing the survey to all CSSC members.

16. Levee Guide Specification (GS). Provide comments on the GS for Levee Construction ([enclosure 6](#)) to Freddie Rush by 15 July 1998 and he will forward them to Ron Burkhard. An estimate to incorporate comments and finish the GS will be developed and copy will be provided to Charlie Baldi.

17. Prioritize Work on GS. Mr. Baldi reported that approximately \$130,000 is still available from the original \$210,000 for GS development. All following GS were discussed. All costs must be confirmed and schedules developed for completing the effort.

- a. The Levee GS will need about \$10,000 for finalizing.
- b. Shoreline and Coastal Stone Protection will be included in the new Stone Protection GS.
- c. Mechanically Stabilized Earth Walls need a breakdown of the

21 September 1998

estimated \$30,000 effort on ETL and GS for 1999.

d. Rock Anchors and Soil Anchors will be a priority effort. Pittsburgh District provided cost estimate of \$54,000 for this GS.

e. Concrete Restoration: Cost estimated at \$53,000. Work on this GS will be postponed for a later time.

f. Tom Shaw will contact the Technical Representative for Hydraulic Steel Structures (Fracture Critical Members) to coordinate with WES and estimate cost of changes recommended in FORM 3078. Assume \$5,000 for now.

g. Gabion GS will specify both twisted and welded wire. Tests are still in progress and waiting for data. FY 1999 estimate stands at \$29,133.

h. Drainage Structure GS requires approximately \$40,000 without salary and \$107,500 with salary. Seven months are needed to complete effort.

i. A rough estimate of \$15,000 was determined by Omaha to consolidate the Environmental GS.

18. Summary.

a. Current CSSC members must check remaining funds and estimate if additional funding is needed to meet in DC or otherwise. New members must estimate funds needed.

b. Mr. George Norton thanked the CSSC for its efforts and accomplishments to improve the lot of the Specification Engineer. He will serve or assist the CSSC as needed.

19. Next Meeting. Freddie will notify the committee when arrangements are made.

20. There being no further discussion or business for the Committee to consider, we adjourned the meeting.

Steven P. Freitas
Secretary, CSSC

6 Encls

21. Attendance

22. Agenda

23. Draft Joint Specifications ER

24. Draft Joint Specifications ER with Redlines

25. Draft Joint Specifications ER by Mr. Rush

26. GS for Levee Construction

CORPS SPECIFICATIONS STEERING COMMITTEE
Meeting Attendance
Arlington, Texas
16-17 June 1998

	<u>Name</u>	<u>Organization</u>	<u>Phone</u>
1.	Charlie Baldi	CECW-EP	(202) 761-8894
2.	Jim Quinn	CEHNC-ED-ES-G	(205) 895-1821
3.	Larry Seals	CELRD-ET-EW	(513) 684-3034
4.	Thomas R. Shaw	CEMVK-ED-DE	(601) 631-5579
5.	Freddie S. Rush	CEMVD-ET-ET	(601) 634-5936
6.	Mike Dahlquist	CEMVP-PE-D	(612) 290-5571
7.	John Kerkowski	CENAD-ET-ET	(718) 491-8737
8.	George H. Norton	CENAE-EP-D-GES	(978) 318-8870
9.	Joe Miller	CENWD-MR-ET-E	(402) 697-2649
10.	Wayne M. Hashiro	CEPOD-ET-T	(808) 438-6950
11.	Don Carmen	CESAW-EP-EE	(910) 251-4656
12.	Donald L. Bergner	CESPD-ET-ET	(415) 977-8101
13.	Steven P. Freitas	CESPK-ED-M	(916) 557-7296
14.	David W. Barber	CESWD-ETE-T	(214) 767-2385

AGENDA

CORPS SPECIFICATIONS STEERING COMMITTEE

TUESDAY, 16 JUNE 1998

0800 - 0810	Announcements	Freddie Rush
0810 - 0815	Review Agenda	Committee
0815 - 0825	HQUSACE Comments	Baldi/Dahnke
0825 - 0835	Review and Approve Minutes of Previous Meeting	Committee
0835 - 0850	SI-CCCB Update	Shaw/Quinn
0850 - 1000	Discussion on Joint ER	Committee
1000 - 1015	Break	
1015 - 1115	Discussion on Joint ER	Committee
1115 - 1145	Discussion on Notice Program	Committee
1145 - 1245	Lunch	
1245 - 1315	CSSC Charter	Committee
1315 - 1330	Renumbering CEGS Update	Quinn/Shaw
1330 - 1400	SPS & CSI Format	Committee
1400 - 1430	Organizational Guidance	Committee
1430 - 1500	Resumes of New Members	Committee
1500 - 1515	Break	
1515 - 1545	Election of New Members	Committee
1545 - 1615	Consolidate Environmental GS	Committee
1615 - 1645	New Issues for Discussion	Committee
1645 - 1700	Summary	

WEDNESDAY, 17 JUNE 1998

0800 - 0815	Recap	Freddie Rush
0815 - 0835	Levee GS	Freddie Rush
0835 - 0855	Stone Protection GS	Freddie Rush
0855 - 0915	Rock & Soil Anchors GS	Larry Seals
0915 - 0925	Fracture Critical Members	Larry Seals
0925 - 0945	Concrete Restoration GS	Larry Seals
0945 - 1000	Drainage Structures GS	Freddie Rush
1000 - 1015	Break	
1015 - 1030	Revise Gabion GS	Freddie Rush
1030 - 1045	Mechanically Stabilized Walls	Al Geisen
1045 - 1145	Prioritize Work on GS	Committee
1145 - 1200	Summary	Committee