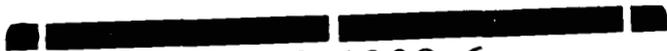


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**PROPOSED ADMINISTRATIVE RECORD FILE
ANNEX - BUILDING 14**

03/12/90

**WMCO:C:90-037
WMCO/DOE-FMPC
3
LETTER**



MAR 21 1990

cc: Peterman

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**Westinghouse
Materials Company
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March 12, 1990

Mr. Raymond J. Hansen
Acting FMPC Site Manager
U.S. Department of Energy
P. O. Box 398705
Cincinnati, Ohio 45239-8705**PROPOSED ADMINISTRATIVE RECORD FILE ANNEX-BUILDING 14**

Dear Mr. Hansen:

A subproject to expand the existing FMPC Administration Building was initially proposed in the December 1985 draft version of the Environmental Health & Safety Improvements (EHSI) Line Item Project Conceptual Design Report (CDR). Although this subproject was not included among the original 103 subprojects in the October 1986 Approved CDR, the need for the expanded facility has resurfaced as a result of the changing FMPC site mission. Specifically, there is insufficient available space to support the Administrative Record files, as part of the Remedial Investigation/ Feasibility Study (RI/FS) process, and training facilities for handling RCRA/hazardous wastes.

One objective of the facility expansion is to insure compliance with CERCLA and the NCP (40 CFR 300.800 Subparts i, j, k) which will provide permanence and security for the Administrative Record files as part of the RI/FS process. The Administrative Record files must be maintained for at least ten (10) years after the remediation effort has been completed. Records storage and reading room areas must be accessible to the public. Providing a facility in an uncleared area at the FMPC will facilitate public access to these areas.

Space requirements will be dictated by the projected volume of documentation generated throughout the site restoration effort. The projected growth of the Administrative Record files and supporting documentation could require storage for as much as ten (10) million sheets of paper (thousands of linear feet of stacked paper). According to the Consent Agreement under CERCLA sections 120 and 106A, many ERA project files will be included as part of the Administrative Record files.

The expanded facility layout would require such items as tables, chairs, a librarian counter, photocopier, desks, and sufficient room for approximately five (5) visitors at any one time. The Consent Agreement under CERCLA sections 120 and 106A requires that duplicate

copies of the Administrative Record files be generated for control and public access purposes. Complete sets of the Administrative Record file must be maintained at both the Hamilton-Lane Library and shipped to the U. S. EPA Region V in Chicago. This project will provide the necessary space for copying and packaging the duplicate copies, as well as, facilities for electronic data storage and retrieval, and microfilm capability. In addition, guardianship of the Administrative Record files and reading room areas will be provided, consisting of two or three dedicated employees to man the center during business hours.

A second objective of the facility expansion will be to provide a multi-functional area which will be utilized as a training facility and also serve as community meeting or community interface rooms. A Martin Marietta Energy Systems Process Review (conducted at the request of ORO to provide unified training throughout the DOE-ORO complex) completed February 15, 1990, found that the FMPC lacks dedicated training rooms. All on-site FMPC training must presently compete for conference room space. Inadequate training space and decentralized training files were findings from both the TSA and Tiger Teams. This expansion will provide additional space for consolidation of the FMPC training records, and facilitate the ongoing regulatory requirements to provide RCRA, CERCLA, and SARA/OSHA training to WMCO, Rust, and the WMCO and Rust subcontractors at the FMPC.

WMCO is proposing that the Administrative Record File Annex-Building 14 subproject be added to the Fiscal Year 1991, Phase V, Environmental Line Item Project. Initiation of design criteria in March 1990, would allow sufficient time to provide the appropriate support documentation for this subproject to meet the scheduled May 1990, Phase V, project validation meeting. The preliminary engineering effort for this subproject would be supported by GE-03 funding with the projected definitive design engineering effort initiated in October, 1990. If approval for implementation of the proposed plan is received, it is projected that beneficial occupancy can be available eighteen (18) months after definitive design is initiated.

Very truly yours,



P. C. Weddle
Vice President-Construction

PCW/DMG/gmb

Mr. R. J. Hansen

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WMCO:C:90-037

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