

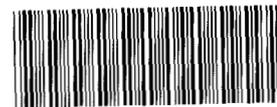
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EC-00021-RM



**Rocky Mountain
Remediation Services, L.L.C.**
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INTEROFFICE MEMORANDUM



000062644

DATE: February 20, 1996
TO: Distribution
FROM: Herb Finkelman, Project Management, T130F, X5491

Herb Finkelman

SUBJECT: MEETING MINUTES FOR THE 707 "J" MODULE GLOVE-BOX REMOVAL
MEETING FEBRUARY 19, 1996 - HNF-018-96

Action: Attendees are responsible for the action items listed below.

PURPOSE

The purpose of this correspondence is to distribute the meeting minutes for the 707 "J" Module Glove-box Removal meeting held on February 19, 1996.

DISCUSSION

<u>Name</u>	<u>Department</u>	<u>Bldg Phone/Pager/FAX</u>
Attendees:		
Herb Finkelman	Project Management	T130F 5491/D0381/F5215
Pete Ross	Planning and Integration	T130F 5616/D5091/F5215
Tim Humiston	Engineering	T130F 2700/D0850/F8048
Bill Anderson	Maintenance	T439D 8052/D4555
Mary Aycock	SEG - Waste Liaison	T130F 5957/ /F8244
Garth Beers	Safety	T891C 3149/D3060
Don Clark	Planning	B770 8180/D7195/F2335
Bob Garcia	Construction	T764B 6259/D1237
Mike Nelson	Construction	T764B 7647/D3876
Dan Coyne	Maintenance	T439D 8177/D7223
Tom Bourgeois	Construction	T891C 8082/D4270/F6783
Absent:		
Dave Stough	Maintenance	T439D 4384/D1569
Pete Tourigny	Maintenance	T439D 3043/D6171/F3711

Overview:

- The scope of the project consists of the removal of 4 large glove-boxes and 1 small "B" box in the "J" Module of Bldg. 707. All associated utilities are also to be removed. J 20, J 40 and J 50 are contaminated. They will be removed to building 776 for volume reduction. J 30 and J 40A are to be moved to "D" module in 707 for future use.
- SSOC is providing the Engineering and IWCP for the initial phase of disconnecting the boxes from the bldg. RMRS will to the engineering and IWCPs for the lead removal and relocation of the boxes.

ADMIN RECCRD
B707-A-000040

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Project Management:

1. Mary reported that Carl Trump indicated there was space in 776 for the boxes and that volume reduction would be done in the Size Reduction vault.
2. Mary also indicated that Craig Smith would work any Nuclear Safeguards or Criticality issues. She is also meeting with Ken Lenarcic on 2/20 to discuss Traffic issues.
3. Shirley Garcia will help us develop the NRWOLs. We are starting the initial IWCP NRWOLs developing two, one assuming TRU Waste Boxes and one assuming LLW.
4. Mary and Garth are developing a characterization plan covering waste and IH requirements. It is expected to be completed 2/26. It will cover lead sampling, how to deal with asbestos in the glue etc. Mary is to check on prior information on asbestos in the glue and develop a rough cost comparison between assuming asbestos vs testing.
5. Mary will discuss waste coordination with Mike Klein later this week. Discussions will center around dock coordination. We will develop 90 day areas as required.
6. The Heat Trays in the glove-boxes are to be disposed of. Herb is to check if ops will bag the pieces out if we disassemble the trays.
7. Mary researched any facility inventory reports for relevant data on the boxes and related information. Little information was available.
8. The team agreed that individual meetings when required would be better for the next 2 wks. We will continue the Monday meeting and start a daily status meeting when construction commences.
9. T764B will be our base of operations in the PZ.
10. SSOC wants all the glove-box lighting fixtures.
11. Mary is to obtain any SSOC liquid sample results. She will also prepare a information sheet on how waste is to be packaged and, simultaneously request a waiver on drumming pipe < 2".

Engineering:

1. We are moving forward on the Mock-Ups for J 20 and J 40, as well as the Centerline blank. We are targeting completion of the tests next week.
2. The glove-bag details have been finalized and are ready for procurement.
3. Don is to initiate the Lead Removal IWCP as quick as possible, probably using the D module procedure as a guide. The box relocation IWCP must also be started quickly. Tim is to prepare the engineering packages for these IWCPs. The window/lead interface must be finalized to get the IWCP further along. Tim is researching whether the actual windows are lead or just the overlays and if any lead must be removed to get the windows out.
4. Tim will talk to Jack Tedaro to get a copy of the most recent module air test.
5. Tim is to establish a list of all breaches and recommended containment. This will be reviewed by maintenance and construction management.

Construction:

1. Construction and maintenance must still develop a punch list of activities required to start construction.
2. The initial IWCP was issued for final review. We will do an internal round-table Wed. afternoon.
3. Training is a high priority. Bob Garcia has the lead, coordinating with maintenance, on defining all requirements, e. g., Bldg. Indoc., Nuc. Crit., Waste Gen., OSHA, RW II etc. and assuring the craft are trained. Bob will also determine with 707 Maint. if there are any

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- special requirements. A matrix is being developed. We intend to submit our plan to SSOC for comment.
4. Procurement of the CBOM for the initial IWCP continues to be a major concern. Mike Nelson has the lead in assuring all material is listed and on order. Pete Tourigny will assist. The Glove-Bags, Tents and related materials are not on the list. Tim is working on finalizing the bag requirements. Mike is also to determine where the Pre-Kit will be located.
 5. Tools and equipment are another ongoing concern. Bill Anderson has the lead supported by Dave Stough and Mike Nelson. We need to determine what is available in the building; What needs to be scheduled, ordered, etc. It is understood the project will replace any hand tools which become contaminated. "Hot Boxes" in the building are to be checked for available hand tools.
 6. The lift plan is also an urgent area to be resolved. Tim has walked the area with a structural engineer and maintenance to determine the plan and start the required calculations. The required equipment must be identified and obtained. Maintenance/Construction management will then prepare the required documents to get all necessary certifications after determining which equipment will be used.
 7. RCT coverage is to be finalized. In a later planning meeting, Jim Woods committed to an effort to obtain the dedicated RCTs we need over and above the standard RMRS contingent. Mike Nelson will follow this.
 8. Both Garth and the SSOC representative will sign off on the IWCP.
 9. We intend to have a minimum of two tents ready to work at any time, possible all three. Mike is to line up the required air movers and arrange required DOP testing. Tim is to verify adequate power exists to run all the air movers.
 10. Mike and Bill are to finalize the best approach to working OT. The expectation is all hours on the back-end of the day shift. Herb and Mike will research bringing RCTs in early to prescreen, allowing construction to start expeditiously.
 11. Mary, Construction and Engineering are to determine the approach to dealing with the Micarda encased in Stainless Steel. Preliminary indications are that we may not have to separate the Steel from the Micarda and just treat it as normal waste.
 12. Mike is to locate an Ultra Probe 2000, determine any qualification requirements, and establish who will perform the testing.
 13. Garth is responsible for getting the Safety Plan into the IWCP. Mike and Garth will work on the Activity Hazards Analyses on an as-needed basis. The AHA will be used to plan the work at a detailed level.
 14. Bill is to reconfirm there are no special training requirements for the PMT.

Schedule:

1. A draft of the initial schedule was issued. Comments are due to Pete or Herb by COB Wednesday.
2. Pete Ross is to talk to Tom Bourgeois and Mark Maier on schedule concerns learned from the "D" Module effort.

Cost:

1. Herb is to provide Charge Number information by COB Tuesday.

Action Items:

1. Develop plan to deal with Lead Windows; sample lead for contamination. Action: Mary Aycock Due: 2/26
2. Review Facility Inventory Reports for relevant Data. Action: Mary Aycock Due: Complete
3. Initiate Mock-up construction and conduct training. Action: Tim Humiston and Mike Nelson Due: Testing to be complete 3/1.
4. Finalize Glove-bag and Sleeve approaches. Action: Tim Humiston and Jack Tedaro Due: Approaches complete. Tim to develop a list of all breaches with our containment plan by 3/1.
5. Complete IWCPs for Lead Removal and Glove-box relocation. Action: Don Clark Due: After Tim answers questions on window design. Don will issue partial CBOMs as soon as possible.
6. Finalize Training requirements. Action: Bob Garcia Due: 2/26 Bill Anderson is to confirm no special requirements for PMT.
7. Push Procurement of CBOM Materials. Action: Mike Nelson and Pete Tourigny Due: 2/20
8. Determine tooling requirements and resolve sources. Action Bill Anderson, Mike Nelson, Dave Stough Due: 3/1
9. Develop and finalize lift plan. Obtain required equipment. Action: Tim Humiston, Mike Nelson, Dave Stough Due: 3/1
10. Provide dedicated RCTs. Action: Jim Woods/Mike Nelson Due: 2/26
11. Develop and finalize approach for dealing with Micarda. Action: Mary Aycock, Due: 2/26
12. Finalize our characterization plans. Action: Mary Aycock, Garth Beers Due: 2/26
13. Obtain and certify Air movers. Action: Mike Nelson Due: 3/1
14. Finalize working shift. Action: Mike Nelson, Bill Anderson Due: 2/26 This also includes RCT early pre-screens.
15. Determine Window configuration relative to the lead and which windows are lead. Action: Tim Humiston Due: 2/26
16. Complete Safety Plan for IWCP. Action: Garth Beers Due: 3/1 Herb to determine if Maier wants early or at all?
17. Develop Schedule. Action: All Due: 2/27
18. Provide Charge Number information. Action: Herb Finkelman Due: Information for this week provided. By 2/20, additional information will be provided.

19. Provide Punch list of items to be resolved prior to starting construction. Action: All Due: 2/28. Received from Don Clark, Tim Humiston, Pete Tourigny, Mary Aycock
20. Check on previous asbestos approaches and develop cost comparison. Action: Mary Aycock Due: 3/1
21. Determine who will bag out items we disassemble. Action: Herb Finkelman Due: 2/26
22. Obtain most recent air test from Jack Tedaro. Action: Tim Humiston Due 3/1
23. Conduct preliminary walk down of LO/TO locations and requirements. Action: Mike Nelson and Bill Anderson Due: 3/1
24. Finalize a Pre-Kit Location. Action: Mike Nelson Due: 2/26
25. Evaluate Power Requirements for the Air Movers. Action: Tim Humiston Due: 2/26
26. Locate/reserve and calibrate required portable SAAMs. Action: Mike Nelson Due: 3/1
27. Locate Ultra Probe 2000 and determine operational requirements. Action: Mike Nelson Due: 3/1
28. Obtain SSOC liquid sample results. Action: Mary Aycock Due:
29. Develop waste packaging sheet and request exemption from drumming <2" pipe. Action Mary Aycock Due: 3/1
30. Establish area staging plan for waste, air movers etc. Action: Herb, Mike, Dave Due:

The next meeting will be February 26, 1996, 1:00 p.m. in Building 439.

RESPONSE REQUIREMENTS

Team members are responsible for responding to action items listed above.

HNF:dlu

Distribution:

D. Clark	-	DynCorp - 770	P. Tourigny	-	RMRS - T439D
S. Sergeson	-	K-H - T130F	K. Bates	-	SSOC - 441
R. Williams	-	K-H - T130F	T. Davidson	-	SSOC - 441
B. Anderson	-	RMRS - T439D	H. Mason	-	SSOC - 750
M. Aycock	-	RMRS - T130F	G. Trieste	-	SSOC - 750
G. Beers	-	RMRS - T891C			
D. Coyne	-	RMRS - T439D			File 17.402.F
B. Garcia	-	RMRS - T764B			
C. Guthrie	-	RMRS - T130F			
T. Humiston	-	RMRS - T130F			
M. Nelson	-	RMRS - T764B			
P. Ross	-	RMRS - T130F			
D. Stough	-	RMRS - T439D			