

Author: Ted Hopkins at HOTEL17  
Date: 9/11/97 3:51 PM  
Priority: Normal  
TO: Ben Evans at MAIL4  
TO: Kelly Trice at India18  
TO: Laurie Gregoryfrost (William Wierzbicki) at MAIL1  
TO: Doug Hamrick at Echo14  
TO: Dave Shelton at JULIET19  
TO: John Whiting at Charlie12  
TO: Randy Leitner at MAIL7  
TO: Mark Hickman  
TO: Gary Konwinski at ALPHA10  
TO: chris.gilbreath@state.co.us at INET  
TO: edward.kray@state.co.us at INET  
TO: steve.tarlton@state.co.us at INET  
TO: Ted Hopkins  
BCC: Linda Guinn at MAIL1  
BCC: John Schmuck at Kilo20  
Subject: State Scoping Meeting for Building 779 D&D Project

----- Message Contents -----

You are invited to attend a SCOPING MEETING as provided for in IGD/RFCA for Building 779 D&D. This meeting will be held on Wednesday, September 17 in the Large Conference Room in T130F at 2:00 p.m..

The successful D&D of Building 779 in accordance with the Rocky Flats Cleanup Agreement is dependent upon the combined efforts of Safe-Sites of Colorado, RMRS, Kaiser-Hill, and the regulatory agencies (CDPHE, and EPA). Team work, coordination, and communication among these parties is mandatory if this project is to be completed on-time and within budget.

A stated goal of RFCA is to streamline the decision making process. To accomplish this, RFCA clarifies each party's role in decision making and the legal and regulatory authorities under which the decisions are made. One mechanism to promote streamlined decision making is Project Scoping. RFCA defines scoping as that period of time, from initial conceptual development of proposed work to DOE's formal request for approval to perform work on an activity, during which DOE consults with the regulators regarding the goals, methods, breadth and desired outcome of such activity.

The IGD outlines the elements of a Scoping Meeting:

OUTLINE FOR PROJECT SCOPING

Purpose and Approach

1. To speed decision making and cleanup through early identification of regulatory, physical, and resource barriers;  
A common understanding of goal and path;
2. To create a better product by using the experience and wisdom of more people.

Scoping Process

1. Identify players;
2. Provide information on proposed activity to each player;
3. Meet to scope the project;

Factors in Scoping

Best Available Copy

MIN RECC...

B779-A-000193

1. Purpose and goal of project;
2. Regulatory authorities
  - RFCA
  - Authorities external to RFCA
3. Decision makers
  - CDPHE
  - EPA
  - DOE
  - others
4. Identify critical path events and time line;
5. Integration issues;
  - Waste management;
  - Water management;
  - Air;
  - NEPA; and
  - Ecological Concerns.

Please plan on attending this meeting. Your participation is essential to the successful completion of this project.

A detailed agenda, based upon the IGD outline, will be sent to you by close of business on Monday, September 15.

If you have any questions regarding this meeting, please call Ted Hopkins at 966-7652 or page me at 966-4000 pager 4119.

Author: Ted Hopkins at HOTEL17  
Date: 9/16/97 10:35 AM  
Priority: Normal  
Subject:

----- Message Contents -----

Just a reminder that tomorrow at 2:00 p.m.. is the State Scoping Meeting. This meeting will be held in the Large Conference Room in T130F. This room has an occupancy restriction of 19 people. As a result, the following allocation of space has been established:

Kaiser-Hill Environmental 5 slots to include:

Dave Shelton  
Randy Leitner  
Gini McMahon and  
two others as needed

Kaiser-Hill 2-3 Slots for Management/Project WAD Manager to include:

John Whitting and/or  
Ben Evans; and/or  
Allan Rogers; and/or  
Tony Buhl

State/EPA 4 slots

DOE 3 slots  
Bill Fitch  
Fred Gerdiman  
one other

*Don't  
miss*

Presenters 4 slots plus one person to take minutes. This totals the allocated 19 people allowed in the room.

We realize that there are a number of people who would like to attend this meeting but because of the restrictive size of the conference room will be unable to attend. As a result there will be a presentation "dry run" on Wednesday morning in the conference room in Building 886 from 7:00 a.m.. to 9:00 a.m.. If you or personnel you know, have a need to be updated on this project, or are not included in the 2:00 p.m.. State Scoping Meeting, please plan on attending this "dry run". The "dry run" will serve two purposes, smooth out the presentation and allow the Project Managers to consolidate their approach to the more controversial aspects of this project. Your participation in the "dry run" will be greatly appreciated. Remember we will start promptly at 7:00 a.m..

Contact me, if you have any questions.

Ted Hopkins  
7652 or  
pager 4119

Author: Ted Hopkins at HOTEL17  
Date: 9/11/97 4:29 PM  
Priority: Normal  
TO: Laurie Gregoryfrost (William Wierzbicki) at MAIL1  
TO: Gary Konwinski at ALPHA10  
TO: Kelly Trice at India18  
TO: Doug Hamrick at Echo14  
TO: Mark Hickman  
Subject: Preparing an Agenda and Contacting EPA

----- Message Contents -----

You should have already received an invitation to the Scoping Meeting on September 17, 2:00 p.m.. I included an outline of the IGD's Scoping Process to be used (if helpful) in preparing an Agenda for this meeting.

I believe that Mike Korenko volunteered to give the introduction (project objectives, project summary, philosophy, fall activities, etc..) and hopefully prepare an agenda.

Bill would you please see to it that Mike receives a copy of this OV note as well as the original setting the time and date of the Scoping Meeting.

Mike will probably need help from each member of the group to pull together a good presentation for CDPHE.

Mike...when you complete the Agenda lets us know who is responsible for each section. For example:

Introduction: Mike Korenko  
Purpose, goals and objectives:  
Organization Chart (identify players)  
Identify responsibilities;  
Project Summary

Regulatory Requirements: Bill Wierzbicki/Gary Konwinski  
Regulatory Authorities  
Define Units  
Waste Characterization  
Waste Management \*

\* Permitted Storage vs CERCLA Storage (I recommend not volunteering to permit (under RCRA) a TRU Mixed storage area adjacent to 779. I suggest using CERCLA authority for the storage of these wastes. Why don't we talk to our legal department (Linda Guinn) regarding this issue prior to discussing it with the State during our Scoping Meeting.)

Identify critical path events and time lines (Kelly Trice, Mark Hickman, Doug Hamrick)  
Fall Activities (not subject to regulatory approval)  
Others...DPP vs DOP (IM/IRA)  
Proposed management of glove boxes  
AB for TRU storage

This is just a thought on the division of labor...I'll leave the real

work to Mike.

I was unable to find an OV listing for Mark Aguilar (EPA). Does anyone know how to reach Mark?

2. Regulatory authorities  
RFCA  
Authorities external to RFCA
3. Decision makers  
CDPHE  
EPA  
DOE  
others
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