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QUALITY CONTROL BI-WEEKLY MEETING MINUTES 7 NOVEMBER 2002 WORK
PERFORMED FROM 24 OCTOBER 2002 TO 6 NOVEMBER 2002 SITE 12 NSWC INDIAN
HEAD MD
11/7/2002

QC Meeting Minutes
QC Meeting Bi-Weekly QC Meeting
November 7, 2002
Work performed from 10-24 to 11-6-2002
Contract #N62470-97-D-5000, D.O. 0062
Indian Head Division – Site 12
Naval Surface Warfare Center
Indian Head, Md.

Meeting conducted by:
Ernie Duke (Shaw E&I)

Attendees:

Cathy Gardner	ROICC, IH	Tim Smith by phone	Tetra Tech NUS
Jeff Morris	EFA Ches.	Steve Carriere	Shaw E&I
Shawn Jorgensen	IHDiv-NSWC Env	Dan Pringle	Shaw E&I
Jeff Bossart	IHDiv Nat Res	Randy Johnson	Shaw E&I
Steve Hiortdhal	USGS w EFA Ches	Joe Walker	Shaw E&I
George Latulippe by phone	Tetra Tech NUS		

1. COMMENTS FROM THE PREVIOUS MEETING MINUTES

Comments period is open until the next meeting.

2. VARIANCE REQUEST/REQUEST FOR INFORMATION/WORK DIRECTIVES STATUS:

2a. Variance Request and Request for Information Approved Since Last Meeting/Pending Approval

VR/RFI	DATE INITIATED	DESCRIPTION	STATUS
RFI-002R	10-24-02	Waste Debris in triangle south of the site	E-mail Response Received
RFI-004R	10-24-02	Waste Debris down slope of the Riprap Channel	E-mail Response Received
VR-002	10-24-02	Topsoil Organic Matter	Verbal Approval See Discussion Item

2b. Technical Directives Approved since Last Meeting/Pending Approval

TD No.	DATE INITIATED	DESCRIPTION	STATUS
TD-001	10-24-02	Culvert Extension	Approved 10-24-02
TD-002	11-04-02	Cap Extension	Approved 11-7-02

3. SCHEDULE AND STATUS OF WORK:

3a. Work accomplished since last meeting

DEFINABLE FEATURE	ACTIVITY	PREPARATORY PHASE DATE	INITIAL PHASE DATE	FOLLOW-UP STATUS	ACTIVITY SCHEDULED COMPLETION
01575N Erosion and Sediment Controls	*Inspected and maintained the erosion and sediment controls	9-9-02	9-18-02	Ongoing	
02315C Regrading	*Finished regrading of the existing waste to the lines and grades of the Interim Grading Plan. The subgrade was compacted with a	10-2-02	10-2-02	Ongoing	10-22-02

	smooth drum roller. *Continued survey control			Ongoing	
01575N B Transportation and Disposal, Non-hazardous	*Submitted the Generator Waste Profile Sheet to the proposed disposal facility. Waiting for acceptance.	10-22-02	10-22-02	Completed	10-25-02
02315 D Soil Cover Installation	*Began importing and placing select fill as approved. Material was placed in 8" lifts and compacted with a smooth drum roller. *Tested the in-place compaction	10-23-02	10-23-02	Ongoing Ongoing	

3b. Work to be accomplished before the next scheduled meeting (includes both on-site and off-site work and testing).

- Continue placement and compaction of the select fill layer
- Continue testing of the in-place compaction of the select fill
- Install the culvert extension and stabilizing riprap
- Excavate the additional waste for the cap extension
- Install the riprap apron at the culvert south of the site
- Dispose of the non-hazardous debris after acceptance by the disposal facility
- Begin topsoil placement

SCHEDULED PREPARATORY PHASES PRIOR TO NEXT MEETING	SCHEDULED DATE
None Scheduled	

4. REWORK STATUS

4a. Rework items identified and pending correction

DATE IDENTIFIED	DESCRIPTION OF REWORK REQUIRED	ESTIMATED COMPLETION DATE
None		

4b. Rework items completed since last meeting

DATE IDENTIFIED	DESCRIPTION OF REWORK REQUIRED	DATE COMPLETED
None		

5. STATUS OF SUBMITTALS:

5a. Submittals reviewed and approved since last meeting

SPEC. SECTION	TRANSMITTAL # AND SUBMITTAL DESCRIPTION	DATE APPROVED
02315	Analytical Test Data Select Fill and Topsoil	Approved

5b. Submittals pending approval

SPEC. SECTION	TRANSMITTAL # AND SUBMITTAL DESCRIPTION	DATE SUBMITTED	DATE APPROVAL REQUIRED	REQUIRED BY GVMT OR CONTR
None				

5c. Submittals required in the near future

SPEC. SECTION	SUBMITTAL DESCRIPTION	ANTICIPATED DATE TO BE SUBMITTED	ESTIMATED DATE REQUIRED	GVMT OR CONTR APPROVAL
02223	Drum Waste Analysis	11-07-02		GVMT

6. TESTING:

6a. Testing performed since last meeting

SPEC. SECTION	DESCRIPTION OF TEST	DATE COMPLETED
02315	In-Place Compaction Testing	10-23, 11-4, 11-5

6b. Testing scheduled prior to next meeting

SPEC. SECTION	DESCRIPTION OF TEST	SCHEDULED DATE
02315	In-Place Compaction Testing	As Necessary

6c. Testing results pending/received since last meeting

SPEC. SECTION	DESCRIPTION OF TEST	STATUS
02223	Waste profiling Analysis of drums found	Received

7. DOCUMENTATION:

Documentation required prior to next meeting

DOCUMENTATION DESCRIPTION	DATE REQUIRED
Daily Reports	Daily
QC Meeting Minutes	11-11-02

8. STATUS OF AS-BUILTS: (Define changes made since last meeting and provide an explanation for as-built drawings that are not up-to-date).

No Changes this period.

9. QC AND PRODUCTION ISSUES DISCUSSED AND RELATED RESOLUTIONS:

- Weather delays on the following days: 10/28 – ½ day, 10/29, 10/30, 10/31, 11/1 and 11/6 – 1 day each.

Total days of weather delays to date	Days of delay this period
11 Days	5.5 Days

10. OTHER ITEMS DISCUSSED:

- The drums found on the site have been tested for waste profiling analysis. The Six drums of solids have been composited together. The analysis demonstrates the material is hazardous for both the flash point which is 65 degrees F. and for Chromium. The single drum containing a grease-like material was tested separately. No hazardous results were detected. The single drum contains only about 15 – 20 gallons of material. It was agreed by those at the meeting that the single drum is to be included in with the hazardous drums to prevent the additional cost of transportation. The waste profile sheet is to be submitted to Shawn Jorgensen for signature. The waste manifest is to be signed by Joe Minter.
- Variance Request VR-002 for the organic matter of the topsoil was discussed. The proposed topsoil is acceptable for the upland areas. The use of leaf grow to enhance the organic matter of the topsoil for the wetlands areas is to be investigated to determine if it would be effective and feasible. One local source to be contacted is Moran’s Tree Service, which is located north of the Base along Rt. 210. A Technical Directive is to be submitted for the addition of leaf grow, if determined feasible.

- The planting schedule for the site was discussed. The site will be ready for planting of the permanent seed mix after the recommended date of November 15. Based on past practice on other Bases in the area and the recommendation of the hydroseeding subcontractor the date can be extended with successful results. The subcontractor recommends additional temporary seed is added to the mix for better cover during the winter months, and then the site will be mowed in the spring with additional amendments added at that time. The subcontractor will warrant 90% coverage of the mix for one year. A Variance Request to extend the planting schedule will be submitted.

The wetland plants are to be planted next spring when the weather is acceptable. Potted plants are to be used at that time.

- During a 1" rain event on Tuesday night the runoff from the roadside ditch caused significant erosion. The erosion was on the reconstructed slope adjacent to the 78" culvert under Atkins Road Extension. RFI-005 was submitted via e-mail with a photo of the slope attached. The location was inspected after the meeting. Cathy Gardner, ROICC requested several additional photos be e-mailed to George Latulippe of Tetra Tech NUS for a better evaluation.
- Several large trees are within the channel at the south end of the additional waste triangle. The waste from this area has been excavated with no waste under the trees. Agreed during the meeting that the trees do not need to be removed. The erosion control mat is to be installed around the trees.
- Site 41 Status:
 - The Technical Directive for screening, segregation, identification and demilitarization of the OE items at the scrap yard has been approved.
 - A Pre-Construction Meeting is scheduled for Tuesday, November 12, 2002 at 1000 hrs.
 - UXO Specialists for the inspection, identification and demilitarizing of the items are mobilizing for Tuesday. No work will start until after the Pre-con Meeting.
 - A Preparatory Meeting for Site Setup and Segregation of OE and non-OE items will be conducted prior to the start of work activities.
 - Dan Pringle distributed a Project schedule during the meeting. The concrete pad is to be cleared for sampling as part of the site activities. The removal of scrap and waste piles and cleaning of the pad is to be completed by December 20, 2002. TetraTech NUS will plan to sample the pad in Mid January 2003.
 - Large non-OE items are to be inspected by Steve Carriere, Site Superintendent and Dan Pringle, Project Manager after the QC Meeting to work up an estimate for removal. Subsequently, the large non-OE items were inspected. Based on the makeup and size of these items a quick estimate is not practical. The Base has been working with scrap vendors and waste haulers that are more familiar with these items that can provide a faster estimate.

11. ACTION ITEMS:

(Include items that may require revising the QC plan or changes in procedure)

- Waste profile sheet for the waste drums to be submitted to Shawn Jorgensen
- Investigate the feasibility of adding leaf grow to the topsoil in the wetland areas.
- Additional photos of the erosion to be e-mailed to Tt NUS, subsequently, sent.
- A Variance Request for the extension of the planting schedule is to be submitted.

12. DATE OF NEXT SCHEDULED QC MEETING:

Thursday, November 21, 2002 at 1030.