

CHAIRMAN OPENING REMARKS Presenter: Thomas Hinshaw, Chair NS-CCCB

The Chair summarized the submittal meeting that was held prior to the NS meeting. The submittal meeting was held on November 16, 1998 in Washington,

D.C. The purpose of the meeting was to standardize the submittals for all three agencies.

Building for Environmental and Economic Sustainability (BEES)

Presenter: Barbara Lippatt, National Institute of Standards and Technology (NIST)

A presentation was given on the Building for Environmental & Economic Sustainability. Discussions dealt with the environmental performance measures of building products in its different stages, product life such as raw material acquisitions, transportation, installation use and recycle and waste management. The BEE's model is based on a consensus standards that evaluates:

- Life Cycle Cost
- Building Element Classification
- Environmental Life Cycle Assessment
- Decision Analysis

Discussions involve how the program is tied to ISO 14000 & 9000 as well as how the information can be tied to specifications.

Joint Base Operations Support Contract (JBOSC)

Presenters: Rudy Cross, Space Gateway Support (SGS) and Pat Robinson, Information Dynamics, Inc. (IDI)

An overview of the Engineering function of the new (JBOSC). The overview included the capabilities of SGS Engineering Department and how it plans on operating and supporting SPECSINTACT. Also reviewed was how the department implemented the last updates and how it has the ability to contract out for resources if the workload exceeds levels of staffing or needs rapid response. Teaming arrangement between SPECSINTACT's Software Development Team and SGS Engineering was reviewed to explain how future maintenance updates would be resolved. Discussion concerning the following was addressed: What affect the ongoing Executive Orders (Recycle and Hazardous Materials) have on updating of the 1620's.

Reliability Centered Maintenance (RCM)

Al Rose who attended the June meeting is still working on updating references concerning RCM, he will submit Divisions 2-14 on 12/4/98.

Q) Is updating the references concerning RCM the Headquarters Initiative?

A) Yes, this will provide the necessary output concerning RCM status. Headquarters is working on a product concerning this issue that's scheduled for review in the future. This file will be made available for posting on the Web sometime in the future, tentatively in 3-4 weeks.

Tailoring Options

Presenter: Ron Williams, NASA JSC

Open discussion concerning whether we are tagging all products was addressed. Discussion addresses Safety changes and References that are impacted by those changes. It was determined that a review of Division 15 sections, that cover the subject matters of Cranes & lifting Devices, Fire Suppression, Pressure Vessels and references to NPG be performed. These documents are to be evaluated for reference updates and identify what construction and building products that may be affected/effected.

Building Product Pre-Approval Program

Presenter: Sandy Shaw, National Institute of Building Sciences (NIBS) Discussion addressed the national objectives of the BPPAP that are:

- Buy available Commercial Products
- Buy top Energy Efficient Products
- Buy Environmentally Preferred Products

The BPPAP is chaired by Thomas Rutherford, Office of the Secretary of Defense (OSD). The program, which operates under the auspices of a federal agency advisory committee and a series of product specific technical review committees, is identifying the performance test requirements in federal agency guide specifications for specific products; soliciting product test reports from manufacturers; evaluating submissions; confirming compliance; and plans to disseminate a list of pre-approved products that meet the requirements in federal guide specifications as determined by the technical review committees.

The session also discussed a goal of the BPPAP, which is to have the guide specifications indicate product pre-approval and to reduce submittals for pre-approved products.

Q) Any life cycle cost standards setup on product evaluation?

A) This is a long-term goal. Budget and other key issues keep it from being a short-term goal.

1620 Tracking Process

Presenter: Ron Williams, NASA JSC

Discussion involved how feedback is the key and creating a link on the web site once specification is disposition. If 1620 changes are critical, IDI will forward to Chairman. The Chairman will release a memo to SPECSINTACT managers for review. Qualified architects and engineers can make text changes and send to the Board or Center Manager for review. It was determined that if there was no response by established date, to memos issued to Centers for review for review from either Development Center or the Chairman, the requested 1620 change would be accepted..

Action: Pat Robinson asked, due to the addition of many new members on the Board to please respond to the Development Center in a prompt manner.

A vote was taken to determine the type of form for tracking change. Questions concerning the format of the existing 1620 form for change request were discussed. The vote was unanimous to take action in developing a new form.

Action: The Center Managers must develop requirements they would like to see on the form for master text tracking. These requirements must be submitted to Pat Robinson who will be supported by Rudy Cross for development of the tracking form.

Q) Is there a place where 1620's can be logged or status on the web site? How is this link?

A) They are hyperlink to other files as they are posted on the web site. They also can be access through the Board meeting minutes.

Q) Are the 1620's distributed to the Center Managers or to Pat Robinson, IDI? How does the Manager know what 1620's are submitted or being worked.

A) The 1620's are currently sent to Pat Robinson, IDI. She will notify each Center Manager of 1620's submitted and whether he/she wants it to be implemented. Also, links can be setup with each Center Manager to determine and monitor what 1620's have been submitted.

Q) How does an Engineer update a flow 1620 maintenance text?

A) It has not been decided whether changes will be online or hard text. Ron William's suggested that a list of the 1620's that are updated and those submitted be sent to the Board. He also requested and updated schedule as well.

Q) Is the 1620 Standard Form the same for Master Text? Is this accessible on the Web?

A) The board has to decide on what is on the form and the block of information, data fields implementation and the submittal of change form. Yes, this is accessible on the Web.

Q) Is the Center Usage Report the proper tool to evaluate the maintenance of text? How do we address Executive Order changes if they're reviewed once in 3 years? How are the Electrical Sections, Division 16, and changes in the NEC codes implemented?

A) Needs further discussion.

Standard Paragraph Formatting

Presenter: Thomas Hinshaw, Chair, NS-CCCB

The basic format for the Submittal Paragraph has been standardized to facilitate the merging of sections between the Army, NASA, and NAVY masters. The ACOE, NAVY, and NASA agreed to use the letter G to identify submittals requiring Government approval and FIO (For Information Only).

Transition Plan samples from the agency are due the 2nd week of January 1999.

Other subject matters discussed were the need for a common text between agencies and the agreement to standardize. First phase of this was started by the selection of the Navy's Roofing text, which was adopted by all three agencies. Submittal numbers remain the same, SD number to locals will have to be updated by July 99 when the submittal paragraph will be.

Tom addressed the use of G (for Government approval), GA and FIO (For Information Only). Tom indicated the Transition Plan samples from the agency was due the 2nd week in January 1999.

Electronic Bid Sets

Presenter: Thomas Hinshaw, Chair, NS-CCCB

A discussion was held regarding the use of PDF files with text and drawings being distributed to contractors during bid process. Explanation of access on web site of how review process of electronic files can be downloaded by a subcontractor for a fee. Tom indicated how NASA procurement uses this process today and where software located (<http://tsn.wes.Army.mil>) on the web explains how you can setup your own web site. Mr. Hinshaw expressed his concern that NASA should be working with the other agencies in developing one central web site that contractors could go to find construction solicitations. The central web site could have links to NASA's procurement web page.}

In addition to providing bid packages electronically in the future, discussion of hypertext links to references and preapproved products was discussed. Tom indicated how we could use the IHS & NIB services in reviewing the references and pre-approved products online. Access to these databases could be provided through electronic subscriptions services via the Internet. Future tagging of text will provide access to references and preapproved product information embedded in the text with links from SPECSINTACT text to the National Institute of Building Sciences (NIBS).

Fume Hoods

Bela Gutman discussed his concerns about the specification for Fume Hoods, Section 11610.

Action: *Ron Williams will review Bela's concerns and the specification with a mechanical engineer from Johnson Space Center.*

November 20, 1998

RCM

Discussion consists of how it impacts specification updates. Tom Hinshaw indicated that some changes made were minor or did not effect/affect the specifications. Some of the changes did not seem needed but Tom will ask Headquarters to determine the rationale behind the changes.

Action: *Tom will send the specification out to each Center for review (14 Sections will be reviewed). Due date will be determined in the memo from Tom (tentative due date from centers February 1, 1999)*

Charter

The former charter referred to budget projects that are not applicable, also a NMI that doesn't exist.

A) Tom indicated that a hard copy of the Charter would be mailed out to the Center Managers for review. The Charter shall be posted on the web server (SPECSINTACT) after reviewed by the Board. **Q)** In the Engineering Handbook (NASA HDQT), does the SPECSINTACT portion need to be updating? **A)**

Cheryl Gebhardt reviewed the proposed changes in November 1998.

Action: *Cheryl will email the proposed document to Center Managers (CM). The CM will redline and send back for coordination by Cheryl and the results will be distributed upon completion. Action: The Board shall review the above proposed changes and the list of names on the coordinating team located in the NASA SPECSINTACT Configuration Control Board Charter.*

Action: *Frank Der will develop a flowchart of the system changes and process procedures following the ISO format. Action: The Board will review the development of the flowchart and submit suggestions to Frank Der.*

Expertise Database

Presenter: Cheryl Gebhardt, NASA Headquarters Cheryl requested that each board member submit a list of names to enter into the database submit list.

Action: *Representative from each Center will solicit their centers for a list of experts to incorporate in a database that will be maintained at headquarters..*

Operators Meeting

Presenter :Pat Robinson, IDI

The second week of May 99, Beta testing of software will be at Kennedy Space Center. Those Centers that will be attending must provide their own work to test the software. In June of 1998 the software was sent to the Centers for profiling.

Action: Pat Robinson will provide information on Operators meeting. The meeting is tentatively schedule for the 3rd week of June 1999, at Goddard or NASA HQ.

Action: Pat Robinson will send Beta copy of software to the Centers the 1st week of May 1999.

Tentatively the fall meeting will be located at Johnson Space Center the 2nd week of November 1999.

Action: Pat will investigate a chat room or how to implement one on the server. Bela Gutman will generate the scope of work for implementation and Pat will determine if it can be done. The process will be reviewed with the Center Managers and a deadline for rebuttal will be given at a later date.

Budget

Presenter: Cheryl Gebhardt, NASA Headquarters

There is \$200K available for master text update this fiscal year and there's \$80K remaining from last year.

CSI Convention

The CSI Convention is schedule for the last week of June 1999 and will be located at Ames. Discussion of the Board participation was addressed. Also discussed was whether SPECSINTACT will have a booth or piggyback with NIBS. It was decided that Bela would man the booth on Sunday June 20th. Proposed agenda and location JPL, Los Angeles: 1 Day CSI Convention 2 Days for Operator Training 2 Days Managers Meeting

New Environmental Executive Orders

Richard Wickman, NASA, Headquarters

Action: The Board asked Richard to provide feedback to those requesting the information and explain the difficulty of gathering the information to validate the recording of products purchased under Executive Order (EO) 13101.

**NASA SPECSINTACT CONFIGURATION
CONTROL AND COORDINATING BOARD
(NS-CCCB) MEETING Washington, D.C.
November 19 & 20, 1998**