

NASA Specs Intact Configuration, Control and Coordinating Board Meeting (NS-CCCB)

November 16-17, 2004
Ames Research Center

Attendees:

Pat Robinson, InDyne
Ray Schuler, NASA/Ames
Jeremy Freeman, NASA/Dryden
Tom Hinshaw, NASA/GRC
Bela Gutman, NASA/JPL
Frank Der, NASA/KSC
Ed Gobert, NASA/Stennis
Richard Hatcher, SGS
Nathan Proper, SGS

Web-Ex Participants:

Langley – Tim Freeman
Johnson – Ron Williams
Headquarters – Bill Brodt

MEETING MINUTES

INTRODUCTION - Frank Der

- Welcomed everyone to the meeting
- Presented the logistics and safety issues of the conference room
- Roll Call and Representation
- Agenda

OVERVIEW OF MEETING OBJECTIVES - Frank Der

- The latest SI Software Changes Update
- Finalize Technical Proponents & Technical Reps
- UFGS MOU update
- UFGS Working Group meeting report
- UFGS Criteria Change Request Process
- CSI MasterFormat 2004 Status & Implementation Strategy
- Support for CSI MF2004
- Gap **Analyses** Report
- Securing Support for SI, DrChecks, UFGS, WBDG, and IFC Model
- Implementing Requirements – RCB & EA, EPA, etc
- NASA Sections to UFGS Database
- Recap actions; ViTS Schedules; Next face-to-face meeting

SI Software Changes Update - Pat Robinson

- July SI-CCCB Meeting has been moved to May or June annually.
- The latest change update will require a major change to accommodate MasterFormat.
- The 14 character designation will also require a major software change within the Specs Intact program.
- Installation and updates for SpecsIntact web site will now have a user count screen that will ask the user what their usage of SpecsIntact, e.g. contractor, government.
- SI has been updated to a newer version – 4.1.0.653.
- SI has improved a more user friendly explorer menu. Help center is on hand to accommodate any changes necessary.
- The next SI-CCCB meeting is set for January 25-26, 2005
- Current Priorities
 - A complete SI version to run directly from a CD.
 - Survey User community.

Finalize Technical Proponents & Technical Reps - Frank Der

- Distributed Division responsibilities across NASA Board
- Assigned 2 remaining Divisions:
 - Glenn Research Center – Division 12, Furnishings
 - Jet Propulsion Laboratories – Division 14, Conveying Systems

UFGS MOU Update - Frank Der

- Approved by NASA General Council.
- Awaiting DoD signatures.
- Had first joint meeting at KSC in October.
- Immediate Concerns:
 - DoD is committed to become MasterFormat 2004 compliant by October 2005.
 - NASA implementation status?
 - SGS will provide status in a later presentation.

- List of Technical Proponents & Technical Representatives?
- NASA sections into UFGS database?
 - SGS will provide status in a later presentation.
- Be Familiarized with UFGS section review process (CCR/CAR).

UFGS Working Group Meeting Report - Bill Brodt

- Presented the on growing collaboration between boards controlling SpecsIntact, Unified Facilities Guide Specifications, ProjNET, Whole Building Design Guide, and International Alliance for Interoperability.
- The expectation from the UFGS merger will have a higher quality, clearer, better design specifications and cheaper to maintain.
- Use of ProjNET has increase by over four times in the past year.
- GSA Adopting IFC Model
 - As GSA adopts the IFC Model, it must develop means of securely exchanging and retrieving the IFC Model and associated documents.
- More SpecsIntact, UFGS, and ProjNET users will result in more informed users, which will yield better designs.
- Designed to meet specific Federal requirements.
- It will provide an “outstanding” opportunity to support IFC Model.

CSI MasterFormat 2004 Status & Implementation Strategy - Rick Hatcher

- A review of the current status provided by SGS was conducted.
 - 223 NASA sections: 49 Unique / 174 Non-Unique.
 - 718 UFGS Sections. UFGS Change List 08/04:
 - Deleted “A” suffix from 130 Sections, no editing was done.
 - Deleted “N” suffix from 115 Sections, no editing was done.
- SGS editing team’s current task is to incorporate issues, e.g. RCB&EA, DOE, EPA, into the NASA Unique sections and put into the UFGS Database.
- A MasterFormat (MF) Identification Conversion Chart was presented. This chart showed the original NASA sections converting over to the new MF numbering system with the new MF section title.

- A disassembly label is attached to the NASA sections that will be broken up and placed in the appropriate MF for future gap analysis process. The board prefers short sections where applicable and appropriate. Long sections are cumbersome to edit and re-write. .
- **Pro's** of MasterFormat
 - Provides the opportunity for stand alone sections for NASA issues such as RCB-EA, EPA-AP, EPA / DOE- EC.
 - Large sections are broken up into smaller, more manageable sections that are easier to edit.
 - Addresses over ten times as many subjects at each level.
- **Con's** of MasterFormat
 - Takes manpower and funding to undertake the conversion process.
 - High coordination effort between NASA and Army/Navy.
- A level 5 designator was introduced to the Board to represent the Technical Proponent.

Support for CSI MF2004 - Rick Hatcher

- There was round table discussion agreeing to go with this new numbering system allowing up to a "level 5" user option in compliance with CSI format.
- The Board directed SGS to continue this numbering system for the NASA sections and place into the UFGS database. Implement all issues throughout the body of the text in the Unique NASA sections using MF format and "level 5" designator.
- The Board agreed that the implementation of "the issues" should be in EACH of the NASA Unique sections before being put into the UFGS database.
- SGS stated that a similar UFGS conversion chart should be completed by the end of November.

Gap Analyses Report - Frank Der

- The Board has agreed to streamline the process for NS-CCCB review of all sections using DrChecks. SGS will use their own sources within their department for engineer review and expertise.
- All Unique NASA sections will still go to the NS-CCCB Board for review.

Recap actions; ViTS Schedules; Next face-to-face meeting - Frank Der

- **ACTION ITEMS:**

- The Board asked InDyne to review the survey with less “intimidating wording.” The Board recommends this user screen to be a one-time survey for SI purposes only.
 - Provide Technical Representatives’ Contact information.
 - Frank Der will submit to Bill East the list of Technical Proponents for NASA.
 - Bill Brodt will email his presentation to the Board.
 - The Board has directed SGS to convert the NASA Master Text to a direct number to number database to comply with MasterFormat 2004.
 - The NASA sections will not be disassembled at this time.
 - The Board had asked SGS to give a budget estimate to incorporate RCB & EA issues into all NASA sections.
 - SGS was given the authority to make changes to the specifications and submit directly to the CCR system.
 - Pat will work with Frank to determine the status of the 27 sections submitted to the CCR system.
 - During the gap analysis phase, significant technical content will be distributed to the Board using DrChecks.
 - Board members were requested when documents are sent for them to review to please acknowledge with “comments” or “no comments.”
 - Frank Der will email out the MOA to the Board.
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- December ViTS meeting was canceled. An email will be sent out with 2005 ViTS Schedules.
 - Next face-to-face meeting is scheduled for Stennis Center, the week of April 11-15th, 2005.
 - Meeting was adjourned.