

Functional Area WBS #: 13.1 Infrastructure - Facilities

Completed by: J. R. Price/ D. R. Fringley (ANL-W) C. L. Jacobson (INEEL)

**FUNCTIONAL AREA SUMMARY FORM**

(ANL-W & INEEL Laboratory Consolidation to INL)

Consider facilities, hardware, processes, procedures, personnel, training, database, etc. in your functional area.

1) **ACTIVITIES** needed to transition

What activities should be conducted to support to transition to a single contractor? When is the most opportune time to conduct each activity (pre-transition, transition, incoming contractor)?

Activities to transition functional area to one contractor	3/1 – 11/15 Pre-transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
1. <i>Integrate infrastructure inventories/databases</i>	X		
2. <i>Integrate infrastructure management and planning systems</i>			X
3. <i>Reconcile differences in infrastructure nomenclature and data fields in inventories and plans</i>			X
4. <i>Update facility use/need forecasts, footprint reduction plans, and capital acquisition plans to reflect results of integration</i>			X

2) **GAP(S)**

In your functional area, identify gap(s) that may inhibit a smooth transition. Please list below. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- *There are differences in the level of effort provided and format used by each site to accomplish Infrastructure tasks (e.g. Condition Assessment Surveys (CAS)).*

3) Other

Are there issues or concerns outside of your functional area that may inhibit the consolidation? If so, please list. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- *Multiple entities maintain ANL-W and INEEL facilities and infrastructure maps, based on parochial and poorly shared information, which results in site and area maps that are incorrect and contradictory.*

4) Have you initiated any actions outside of this review to facilitate the integration? If so, please describe.

- *ANL-W and INEEL infrastructure management and planning teams have been integrated for some time. ANL-W and INEEL facilities have already been integrated into the Land and Facility Planning Database, even though additional detail should be entered for the ANL-W facilities in the future, and both inventories reside in the common/shared DOE HQ-based Facilities and Infrastructure Management System (FIMS). ANL-W and INEEL capital project needs have been integrated into the INL Ten-Year Site Plan. ANL-W and INEEL infrastructure management representatives routinely participate in the integrated, ANL-W/INL/ICP Facilities and Infrastructure Executive Steering Committee (FISC), which reviews and approves site-wide infrastructure plans and resolves issues.*

*Although some identified work has to be completed (e.g., reconcile differences in infrastructure nomenclature and data fields in inventories and plans) in the Transition and Incoming Contractor phases of the transition process, no gaps exist that would inhibit a smooth transition.*

*A gap has been identified which is outside of this functional area (multiple maps). However, actions have already been taken to maintain approved, base maps in a new INL Records Management System, including check-out, update, file and communication via a system such as the Electronic Document Management System (EDMS) and the Document Action Request (DAR) system.*

*Although final resolution of this gap has not been determined/agreed, this gap can be addressed in the Transition and/or Incoming Contractor Phases of the transition and does not inhibit a smooth transition.*

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**GAP/RISK DESCRIPTION FORM**

Please complete one form per gap.

- a) Describe the gap(s) that affects the integration of ANL-W and INEEL.
  - *There are differences in the level of effort provided and format used by each site to accomplish Infrastructure tasks (e.g. Condition Assessment Surveys (CAS)).*
    - *ANL-W does not currently have an assigned CAS person Facility and system engineers along with Plant Services' personnel continue to submit requests based on their assessments but a formal CAS person does not exist.*
- b) Rank the risk, on a scale of 1 to 5, associated with the above gap, and describe the impact(s)?  
 (Risk 1 = minimal consequence on January 31, 2005: Risk 5 = operational barrier to laboratory on January 31, 2005)  
  
 Risk: *1*  
  
 Description: *No immediate impact to operations.*
- c) What steps should be taken to address the gap(s) and when (pre-transition, transition, incoming contractor)? Please indicate the owner of the action (ANL-W, INEEL, or both where applicable).

	3/1 – 11/15 Pre- transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
<i>1. Condition Assessment Surveys (CAS)</i>			
<i>1.1 Resource Availability</i>			INL
<i>1.2 Review current formats and databases used to record CAS information.</i>			INL
<i>1.3 CAS information system (CAIS) software</i>			INL
<i>2. Review equipment and structure value determination methods.</i>			INL

Functional Area WBS #: 13.2 Infrastructure – Long-Range Capital Planning

Completed by: D. R. Fringley (ANL-W) C. L. Jacobson (INEEL)

**FUNCTIONAL AREA SUMMARY FORM**

(ANL-W & INEEL Laboratory Consolidation to INL)

Consider facilities, hardware, processes, procedures, personnel, training, database, etc. in your functional area.

1) **ACTIVITIES** needed to transition

What activities should be conducted to support to transition to a single contractor? When is the most opportune time to conduct each activity (pre-transition, transition, incoming contractor)?

Activities to transition functional area to one contractor	3/1 – 11/15 Pre-transition	11/15 – 1/30 Transition	1/31/05 Incoming Contractor
<i>1. Integrate long-range capital needs/plans (LICP, GPP and GPCE)</i>	<i>X</i>		
<i>2. Integrate long-range capital planning processes and management/reporting systems</i>		<i>X</i>	<i>X</i>

2) **GAP(S)**

In your functional area, identify gap(s) that may inhibit a smooth transition. Please list below. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- *None*

3) **Other**

Are there issues or concerns outside of your functional area that may inhibit the consolidation? If so, please list. Additionally, utilize the Gap/Risk Description form to define each gap/issue.

- *A continuing concern shared by both sites exists that capital funding provided each budget year will continue to be inadequate to address the capital needs identified by the integrated ANL-W and INEEL capital planning teams (ref.: INL Ten-Year Site Plan). This issue does not inhibit a smooth transition.*

4) Have you initiated any actions outside of this review to facilitate the integration? If so, please describe.

- *ANL-W and INEEL infrastructure management and long-range capital planning teams have been integrated for some time. ANL-W and INEEL capital project needs have been integrated into the INL Ten-Year Site Plan (TYSP) (October 2003). A March 2004 revision was submitted to DOE-HQ and is awaiting approval. A comprehensive revision of the INL TYSP is scheduled for a September 2004 issue.*
- *A revision to the current INEEL Site Integrated Infrastructure Ten-Year Acquisition and Recapitalization Projects Plan will include ANL-W and is currently being worked on in order to support the September 2004 revision of the INL TYSP. This document along with the current ANL-W Plant Assets Management Plan is the basis for the capital project needs currently in the INL TYSP.*
- *ANL-W and INEEL infrastructure management representatives routinely participate in the integrated, ANL-W/INL/ICP Facilities and Infrastructure Executive Steering Committee (FISC), which reviews and approves site-wide infrastructure needs and plans, and resolves issues.*