

## **6.0 SECTION 6 - GEOSPATIAL INFORMATION AND ELECTRONIC SUBMITTALS**

This section details procedures that USAE will use to perform mapping and GIS integration during the removal action.

### **6.1 ACCURACY**

USAE will establish survey control on the site using either previously established control monuments, or new control monuments established by USAE. The horizontal control will be based on either English or Metric system and referenced to the North American Datum of 1983 (NAD83) Vertical control is not required for this project. Any control points established or recovered will be constructed of iron or steel pins, concrete monuments, or other permanent construction method meeting the standards found in EM1110-1-1002. This construction will ensure recoverability for any current or future work at the site. USAE will use trained and qualified survey personnel to perform all surveying requirements, which include installation of control points, installation of grid corners and site boundaries. The northing and easting (X and Y) coordinates for all control points and project boundaries will be presented in a drawing at the completion of the removal action.

### **6.2 GIS INCORPORATION**

The GIS database will be maintained at the USAE corporate office located in Tampa, Florida. The GIS Manager will manage the database. This database is used to store preliminary and final or published versions of project GIS data. It is the official project repository of GIS data, including unprocessed feature and attribute data sources that may be used outside the GIS. The Tampa based database is the main location for processing data sources into draft and final GIS products as well as production work.

All GIS data will be in ESRI Shapefile format. Raster data such as orthophotography, will be in Tagged Image File Format (TIFF) or MrSID- compliant format. Associated databases will be in Microsoft Excel format.

### **6.3 PLOTTING**

Maps will be plotted at an appropriate scale and have a revision block, title block, index sheet layout, legend, grid lines, scale bar, and a true north arrow. In general, the direction of north will run from the bottom of the file to the top, with no skew. A sheet index for the project will be prepared that includes enough of the planimetric data to indicate the sheets geographical location in the project area. This index will be shown on each map with the current sheet crossed-hatched or heavily outlined. If required, a separate sheet file may be utilized for the index. All GIS data and project files will be submitted with the final report.

### **6.4 MAPPING**

The location, identification, coordinates, and elevations of all control points recovered or established at the site will be plotted on a map. Each control point will be identified on the map by its name and number and the final adjusted coordinates and elevations. The coordinates for grid corners shall be shown to the closest 1.0 ft. Locations of individual recovered MEC items will be located to a horizontal accuracy of plus or minus one foot within the grid and plotted on a map.

## **6.5 DIGITAL DESIGN DATA**

All GIS Data will be delivered in ESRI Shapefile format. A “READ ME” file will be included with delivered data which will contain basic information about each shapefile.

## **6.6 COMPUTER FILES AND DIGITAL DATA SETS**

All final document files will be delivered to NAVFAC NW in IBM and MS Office compatible formats. The drawing and plot data will be provided in Universal Transverse Mercator Coordinate System; Zone 17 North, NAD83, and units in meters. GIS Data will be submitted in ESRI Arc Map compatible format (as specified in the SOW). Raster Data, such as USGS Topographic Quadrangles or Orthophotography, will be provided in either TIFF or MrSID format. All ArcGIS project files (.mxd) will be supplied with the appropriate final report. In addition to GIS data and project files, maps will be delivered in PDF format for viewing without modification.

All final GIS data generated from this project will conform to the Spatial Data Standards for Facilities, Infrastructure and Environment.

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## **7.0 SECTION 7 - PROJECT MANAGEMENT**

This Project Management Plan is prepared for the purpose of effective management of allocated funds and manpower for those tasks in the SOW that are cost plus award fee. All work will be accomplished in order of precedence set forth in CTO KR01. The plan defines the approach to managing the project, the method of cost control, and outlines a schedule for implementing the project.

Effective management is an essential element in delivery of a quality product. USAE is committed to providing a management structure that meets this goal and is tailored to the operational requirements of the project. Early in the mobilization process, USAE brings its management personnel on line. This ensures that from the onset managerial, safety, and quality control personnel are integrated into the operation. USAE's experience has shown that dedication of these resources during the initial phases of a project reaps significant manpower and cost savings during the operational phase.

### **7.1 PROJECT MANAGEMENT APPROACH**

USAE has evaluated the work requirements for this CTO and developed a comprehensive approach for meeting its objectives. Our approach provides a phased structure for performance of the work, which results in maximized project performance. The goals and objectives of each operational phase and its specific manpower requirements are identified in Section 2 of this WP.

### **7.2 COMMUNICATION**

Communication is a key aspect of project management. A work task proposal was prepared to define the statement of work and plan the project deliverables. A copy of the work task proposal was given to each member of the project team as a reference guide for the project. The role of the Project Manager is to direct the project team to implement the plan to prepare the deliverables. This will be accomplished via team meetings, one-on-one meetings with team members, and review of deliverables during the preparation process.

Communications for this project will generally flow along the lines established by the organization depicted in Section 2, Figure 2-1. All communications between USAE and the NAVFAC NW will primarily be directed through the RPM or the Contracting Officer at NAVFAC NW by the USAE PM. Communication directly between USAE and other government entities associated with this project will only occur when directed by NAVFAC NW.

### **7.3 SUBCONTRACTORS**

Should the need for subcontractors arise in the field, USAE will maintain overall supervisory responsibility for all operations. Subcontractors will work under the direction and oversight of USAE's SM and will be monitored by USAE's SUXOS, UXOQCS, and UXOSO. The SM will schedule all operational activities and a strict accounting will be made of actions performed and activities completed. Throughout their operations, subcontractors will coordinate their operational schedules with USAE's SM, and strictly adhere to this WP and associated QC and APP plans.

### **7.4 RECORDS MANAGEMENT**

Hard copies of primary records for the NTCRA at RG-01 will be retained in the project files located in the Document Control Center in the USAE Tampa, Florida, office located at 720 Brooker Creek Boulevard, Suite 204, Oldsmar, Florida 34677. Such records will include the delivery order and any modifications, correspondence including meeting minutes and monthly reports, draft submittals, responses to comments

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and final submittals, and correspondence received from NAVFAC NW or other agencies. Electronic versions of working products will be retained within the USAE Tampa network server. Access to all servers is password controlled. Historical records and documents including previous study reports, historical drawings and maps, and related items will be retained in working files located in the Project Manager's office. Copies of these data will be provided as required by the Scope of Work.

#### **7.4.1 MONTHLY REPORTS**

The Project Manager will prepare a monthly status report. The report will be provided to the NAVFAC NW RPM. Information on the topics in the following subsections will be provided.

##### **7.4.1.1 General**

- Contract number, task order number, project location, and ending date of the report;
- Brief description of project scope and methodology/equipment used for detection of MEC; and
- Name of USAE's Project Manager, SUXOS, UXOSO, and UXOQCS.

##### **7.4.1.2 Cost/Schedule/Progress Data**

- Costs in a spreadsheet format. The data will show weekly expenditures for labor, materials, travel, and will include amounts showing authorized versus expenditures. The spreadsheet will provide a roll-up of balances and remaining funds including percentage of total.
- Progress by Task/subtask including actual completion versus planned (in grids and/or acres); and
- Project schedule indicating baseline schedule and explanations for deviations.

##### **7.4.1.3 Discussion of Issues**

- Discussion of ability to complete within funds currently authorized;
- List/status of pertinent correspondence related to the project;
- List/status of deliverables and dates submitted; and
- Discussions of any issue that impact completion of project on schedule.

##### **7.4.1.4 Field Information**

- Statistical Data: including percent of project completed; total grids in project, grids vegetation cleared, grids anomaly cleared, grids that failed QC; MEC items recovered; number of anomalies investigated; number of inert MEC items recovered;
- Significant comments including types of MEC, presence of visitors, number of demolitions;
- Results of daily QC/safety inspections; and
- Description of operations planned.

##### **7.4.1.5 Personnel on Site**

- Listing of personnel on site by position, and workday; and
- Summary of total man-hours expended.

#### **7.4.2 WORK SCHEDULE AND DAILY SCHEDULE**

USAE has prepared an initial project schedule (see Figure 7-1) for the work associated with this task order. The schedule depicts the activities associated with the work, the sequence in which the work will be performed and a proposed start and finish dates for accomplishing the work. This schedule is based on a 66-hour workweek, consisting of six 11-hour days on Adak. Work schedules may vary depending on site requirements.

#### **7.5 PROJECT SCHEDULE**

Figure 7-1 presents a project schedule showing the logical progression of tasks and the number of working days estimated to complete each task.

#### **7.6 COST CONTROL AND TRACKING**

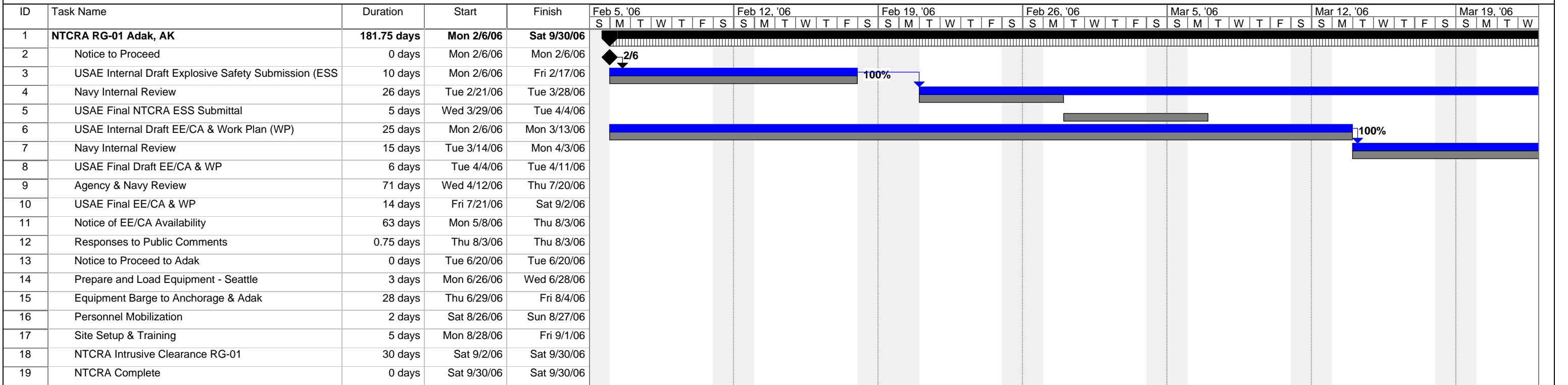
A computer-based cost control and tracking system will be used to prepare earned value monthly progress reports. The report will be prepared to assess the expenditures on each open task. The expenditures on each task will be rolled-up to total project expenditure.

#### **7.7 DELIVERABLES**

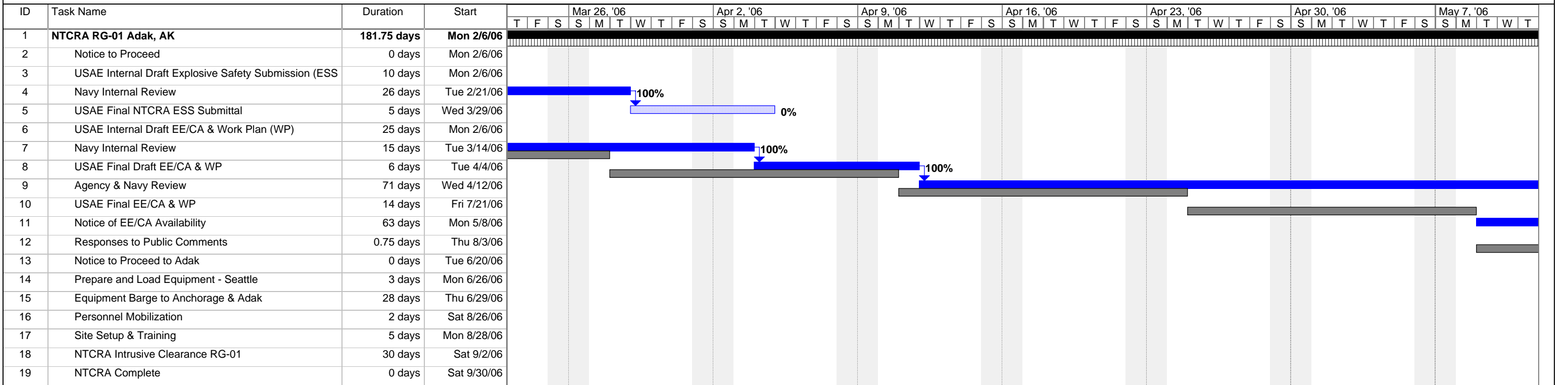
The Project Manager is responsible throughout the project for issuing the following documents, which are important with respect to the work, data, and cost management plan:

- Draft Work Plan (due 13 March 2006);
- Final Work Plan (due 10 days after receipt of comments from Contracting Officer);
- Draft After Action Report (due 30 days after completion of field work); and
- Final After Action Report (due 10 days after receipt of comments from Contracting Officer).

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Project: Adak Date: Mon 9/11/06	Critical		Task		Baseline		Milestone		Project Summary		Deadline	
	Critical Split		Split		Baseline Split		Summary Progress		External Tasks			
	Critical Progress		Task Progress		Baseline Milestone		Summary		External Milestone			

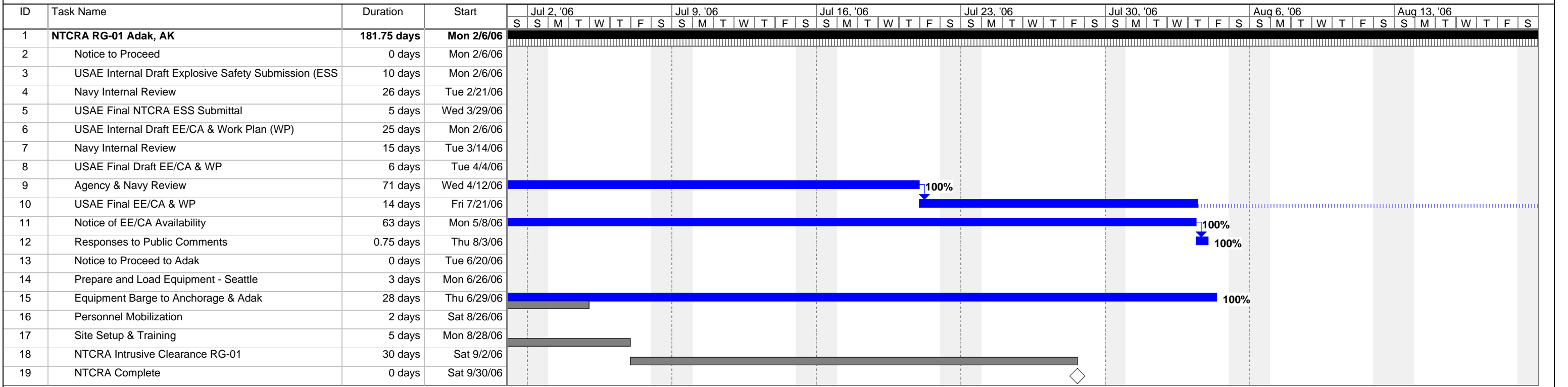


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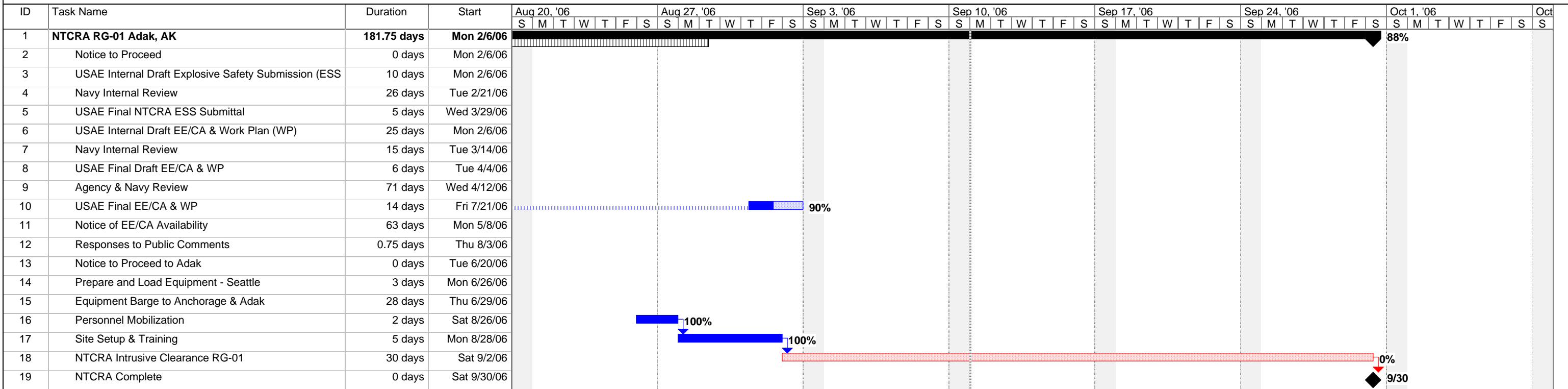
Project: Adak  
Date: Mon 9/11/06

Critical		Task		Baseline		Milestone		Project Summary		Deadline	
Critical Split		Split		Baseline Split		Summary Progress		External Tasks			
Critical Progress		Task Progress		Baseline Milestone		Summary		External Milestone			



Project: Adak  
Date: Mon 9/11/06

Critical		Task		Baseline		Milestone		Project Summary		Deadline	
Critical Split		Split		Baseline Split		Summary Progress		External Tasks			
Critical Progress		Task Progress		Baseline Milestone		Summary		External Milestone			



Project: Adak Date: Mon 9/11/06	Critical		Task		Baseline		Milestone		Project Summary		Deadline	
	Critical Split		Split		Baseline Split		Summary Progress		External Tasks			
	Critical Progress		Task Progress		Baseline Milestone		Summary		External Milestone			

## **8.0 SECTION 8 - ENVIRONMENTAL PROTECTION**

This section describes the approach, methods, and operational procedures to minimize pollution, protect and conserve natural resources, restore damage, and control noise and dust during this NTCRA of MEC/UXO for SOW areas at RG-01. Project activities will comply with all Applicable or Relevant and Appropriate Regulations (ARARs).

The NTCRA field activities will include; site preparation including a UXO avoidance sweep to facilitate vegetation cutting and land survey; and intrusive investigation clearance to the depth of detection, but not to exceed the depth to bedrock or 2 ft; MEC removal and detonation operations; and disposal of MD. USAE will perform excavations to confirm the presence or absence of munitions and explosives. If the presence of MEC is confirmed, on-site disposal/detonations may be required to ensure the safety of the public and project personnel. During disposal operations, USAE will implement reasonable mitigation strategies to minimize impacts to environmental resources.

For the project site, there are no known archaeological resources or sensitive environmental habitats. If potential cultural artifacts are encountered during intrusive investigation, USAE will cease excavation and notify NAVFAC NW of the archaeological find.

Results of intrusive site investigations will be recorded in field notebooks, and photographs will be taken as necessary to document observations of species or suitable habitats. If protected species are identified, USAE will evaluate the surrounding area to recommend relocation of investigation activities, if possible. Proposed mitigation strategies would be coordinated with appropriate state or federal agencies.

Archaeological investigations will not be conducted for the intrusive phase of the investigations for purposes of safety. Archaeological investigations during this phase would require excavation of materials and disturbance of soils, which cannot be conducted within areas where known munitions and explosives exists for purposes other than removal and disposal of these materials. USAE reviewed all available information regarding the following resources:

- Endangered and threatened species;
- Wetlands;
- Cultural resources; and
- Compliance with ARARs.

Information sources included:

- U.S. Fish And Wildlife Service (USFWS);
- U.S. Environmental Protection Agency (USEPA); and
- Other sources, including previous munitions and explosives investigation reports.

### **8.1 ENVIRONMENTAL CONSIDERATIONS**

Section 121(d) (1) of CERCLA, as amended by the Superfund Amendments and Reauthorization Act, requires that remedial actions must attain a degree of cleanup that assures protection of human health and the environment. ARARs include federal standards, requirements, criteria, and limitations under state environmental or facility siting regulations that are more stringent than federal standards. Although the requirements of CERCLA Section 121 generally apply as a matter of law only to remedial actions USEPA's policy for response actions is that ARARs will be identified and attained to the extent practicable. USAE mitigation strategies in executing the removal action will comply with the ARARs that

were identified during the Engineering Evaluation/Cost Analysis (EE/CA) and referenced in the EE/CA Action Memorandum.

## **8.2 ENDANGERED/THREATENED SPECIES**

The Endangered Species Act, 16 USC 1531 et. Seq. requires that this action not jeopardize the continued existence of endangered or threatened species, or their habitats. If endangered/threatened species are identified at this project site, USAE will coordinate subsequent actions with the appropriate state or federal agency. For federally listed species, this will require a formal consultation with the appropriate agency since federal law requires this for situations involving federally listed species. For state-listed species, a decision will be made in the field that will minimize impacts on that species. It is not anticipated that Endangered/Threatened Species will be found during the conduct of the NTCRA.

## **8.3 WETLANDS**

The Wetlands Protection Act, 33 CFR 320 et. seq., requires that this action be taken in such a manner as to minimize loss or degradation of wetlands. No known jurisdictional wetlands exist at the project sites.

## **8.4 CULTURAL, ARCHAEOLOGICAL, AND WATER RESOURCES**

The final draft Remedial Investigation/Feasibility Study (RI/FS) that was performed for sites in OU B-2 states that previous surveys have identified more than 30 prehistoric archaeological sites and locations of potential sites within the boundaries of the Adak Naval Complex. The sites are mainly house foundations and middens containing shell, sea urchin, bone and artificial detritus. Some of these sites were damaged by various military actions on the island. None of the sites have been formally assessed for a determination of eligibility for the National Register. As a resource protection measure, the exact location of these sites will not be publicized, but will be kept by the USFWS. There are also known burial sites on Adak proper within the military reservation.

## **8.5 COASTAL ZONES**

RG-01 is outside the coastal zones and NTCRA activities should have no impact.

## **8.6 TREES AND SHRUBS**

There are no trees within the boundary of RG-01. Natural areas that receive vegetation clearing will be allowed to re-vegetate naturally after field activities are completed

## **8.7 EXISTING WASTE DISPOSAL SITES**

No known waste disposal sites exist at the project site.

## **8.8 MITIGATION PROCEDURES**

### **8.8.1 MANIFESTING, TRANSPORTATION, AND DISPOSAL OF WASTES**

USAE will store solid wastes (drinking water bottles, food containers, or other material) generated during the intrusive operations in plastic bags for disposal at the hotel or local waste transfer/disposal facility. USAE will collect and properly dispose of certified inert munitions debris offsite.

#### **8.8.2 BURNING ACTIVITIES**

No burning activities will take place during this project.

#### **8.8.3 DUST AND EMISSION CONTROL**

USAE will conduct operations in a manner that produces minimal dust and/or air pollution. Dust pollution should be limited to dust generated by vehicular traffic and MEC disposal by detonation.

#### **8.8.4 SPILL CONTROL AND PREVENTION**

The only hazardous/harmful liquids that USAE will have on site at the site are small quantities of fuel, motor oil, and paints. Fuel and oil will mainly be used for gas powered generators and vegetation clearing equipment. Throughout operations, USAE will store and transport these materials in approved containers. While in storage these materials will be placed in a suitably lined storage location that, in the event of a spill, will preclude the off-site migration of liquids. Fuel cleanup supplies will be on hand for use in an incident.

Should a spill occur with one of these materials, contaminated soil will be recovered and placed in containerized plastic bags for off-site disposal. Absorbent materials will be kept on hand where these liquids are stored and handled, for use as appropriate to aid in containment and recovery of a potential spill. Recovered materials will be labeled, stored, and disposed of in an approved manner as prescribed by the U.S. Navy, and in conjunction with regulatory agencies.

#### **8.8.5 STORAGE AREAS AND TEMPORARY FACILITIES**

Excavated soils will be temporarily placed adjacent to the point of excavation. Once actions are complete, USAE will backfill the excavation with the displaced soil.

#### **8.8.6 ACCESS ROUTES**

USAE does not anticipate the need to develop or improve surfaces for site access. To the greatest extent practicable, USAE will use developed roads and surfaces to access the project sites.

#### **8.8.7 TREES AND SHRUBS PROTECTION AND RESTORATION**

Limited vegetation removal will be performed only to facilitate the safe conduct of the intrusive investigation of the anomaly. When possible the overlay tundra mat will be removed intact and replaced at the completion of subsurface anomaly investigations.

#### **8.8.8 CONTROL OF WATER RUN-ON AND RUN-OFF**

Excavation activities will not disturb the local drainage patterns. USAE will return excavated soils to the excavation and manually grade the site to the original condition.

#### **8.8.9 DECONTAMINATION AND DISPOSAL OF EQUIPMENT**

Disposal of non-hazardous materials and equipment will not require decontamination or mitigation. Except for MEC, this project does not involve any hazardous materials or hazardous wastes. Any MEC

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and MPPEH that is found during the operation will be disposed of by detonation. Mitigation will involve filling in holes resulting from detonation.

**8.8.10 MINIMIZING AREAS OF DISTURBANCE**

Procedures for minimizing areas of disturbance include such measures as:

- Driving on established roads as much as possible;
- Limiting vehicle trips in areas without roads; and
- Replacing soil into holes that result from the detonation of MEC and/or MPPEH.

**8.9 POST-ACTIVITY CLEAN-UP**

At the conclusion of field activities, USAE will remove project materials and solid wastes from the project sites. USAE will backfill excavations with the displaced soil and tundra mat and manually re-grade the site using shovels and rakes to its former condition.

**8.10 AIR-MONITORING**

USAE will not perform air monitoring during this project.

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**9.0 SECTION 9 - REFERENCES**

The following are references applicable to this project however are not all-inclusive. USAE will comply with applicable Federal, State, and local requirements. Following all applicable requirements and regulations listed in the following publications will ensure the safety and health of on-site personnel and the local community.

**9.1 FEDERAL REGULATIONS**

- Code of Federal Regulations
  - 33 CFR 320 Wetlands Protection Act
  - 40 CFR 300.430 NCP 1993.
- Endangered Species Act 16 U.S.C. 1531-1544.

**9.2 OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION**

- OSHA 1994 General Industry Standards, 29 CFR 1910 and Construction Industry Standards, 29 CFR 1926; especially 1910.120/29CFR 1926.65 HAZWOPER.

**9.3 NAVY REGULATIONS AND INSTRUCTIONS**

- NAVSEA OP 5, Ammunition and Explosives Ashore;
- OPNAVINST 8020.14, Explosives Safety Policy Manual;
- OPNAVINST 5530.13B, Department of the Navy Physical Security Instruction for Conventional Arms, Ammunition, and Explosives.

**9.3.1 OTHER NAVY APPLICABLE OR RELEVANT AND APPROPRIATE REQUIREMENTS (ARAR)**

**TABLE 9-1: U.S. NAVY ARARS**

Reference	Date	Title
OPNAVINST 3500.39B	30 Jul 04	Operational Risk Management (ORM)
OPNAVINST 4520.1	15 Mar 94	Demilitarization (Demil) of Navy Excess Assets
OPNAVINST 5090.1	01 Nov 94	Environmental and Natural Resources Protection Manual
OPNAVINST 5100.23E	05 Oct 00	Navy Occupational Safety and Health Program
OPNAVINST 5102.1C Change 5	03 Mar 89	Mishap Investigation and Reporting
OPNAVINST 5530.13C	26 Sep 03	Department of the Navy Physical Security Instruction for Sensitive Conventional Arms, Ammunition, and Explosives
OPNAVINST 8020.14	01 Oct 99	Department of the Navy Explosives Safety Policy
OPNAVINST 8020.15	14 Oct 2003	Explosives Safety Review, Oversight, and Verification of Response Actions Involving Military Munitions
OPNAVINST 8026.2A	15 Jun 00	Navy Munitions Disposition Policy

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<b>Reference</b>	<b>Date</b>	<b>Title</b>
NAVSEA OP 1014 Rev 3	15 Aug 72	Ordnance Safety Precautions
NAVSEA OP 5 Vol 1 Rev 7 Ch 2	15 Jan 01	Ammunition and Explosives Ashore: Safety Regulations for Handling, Storing, Production, Renovation, and Shipping
NAVSEA OP 3347 Rev 2	15 Feb 72	Ordnance Safety Precautions
NAVSEA OP 3565 Vol 2 Rev 12	01 Feb 03	Electromagnetic Radiation Hazards (Hazards to Ordnance)
NAVSEA SW010-AF-ORD-010	01 Sep 90 CH3 21 Feb 03	Identification of Ammunition
NAVSEA SWO20-AG-SAF-010 Rev 3	01 May 02	Navy Transportation Safety Handbook for Ammunition, Explosives, and Related Hazardous Materials
NAVSEAINST 4570.1A	01 Feb 78	Demilitarization and Disposal of Excess, Surplus, and Foreign Excess Ammunition, Explosives and Other Dangerous Articles and Inert Ordnance Material
NOSSAINST 8020.15	08 Mar 04	Military Munitions Response Program Oversight
NAVFAC MIL-HNBK-1004/6	30 May 88	Lightening Protection

#### **9.4 DEPARTMENT OF DEFENSE PUBLICATIONS**

- DoD 4160.21-M-1 Defense Demilitarization Manual.
- DoD 6055.9-STD, Ammunition and Explosive Safety Standards;
- DDESB TP-18, Minimum Qualifications for Unexploded Ordnance (UXO) Technicians and Personnel;
- DDESB TP-16, Fragmentation Characteristics Database.

#### **9.5 OTHER DOCUMENTATION**

- ATFP 5400.7 Bureau of Alcohol Tobacco and Firearms, Federal Explosive Laws and Regulations.
- U.S. Army Corps of Engineers Safety and Health Requirements Manual. Engineer Manual 385-1-1, latest addition;
- Adak Community Relations Plan, revised October 2001;
- Draft Final Remedial Investigation/Feasibility Study (RI/FS) dated 8 June 2004 for OU B-2.

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