

Customer Communication Forum
Wednesday July 18 2012, 10:00 am, Kiowa Conference Room
Agenda
Attendees: 21

Steve D’Antoni: Modernization Update (Child Care Center, Courtyard EE, Ramp E Bollards)

- Child care- The modernization contractor will be substantially complete by August 15, 2012. November 12, 2012 is the tentative move-in date .During this period, new furniture is being purchased and installed, as well as installation of the Center’s security systems and play area.
- Courtyard EE- Concrete pouring stated 7/18/2012 and is scheduled to take about 10 days. GSA and the contractor are scheduled to turn over the courtyard to DOI on August 15, 2012. Once DOI installs lamp posts, planters, and furniture, the courtyard will be opened for occupants use.
- Ramp E Bollards- Modernization will hand over the Secretary’s ramp on July 30, 2012. All ramps have new bollards. This completes the bollard replacement project at the MIB.

Steve D’Antoni: Installation of an Accessible Ramp at the C Street Entrance-

- DOI and GSA have directed Shalom Barnes (Architect & Engineering firm) to start design of a ramp for handicap access at the C street entrance.
- The ramp design should take 3 months to develop and be reviewed by GSA and DOI. After that it will need to be submitted to the National Capital Planning Commission and other external bodies for approval as it is contrary to the original design and plans already approved for the C street entrance.
- Modernization is proceeding with the design but as of 7/18, there is no guarantee that the new design will be approved. Modernization will continue to update those attending future CCF meetings as things unfold.

Steve D’Antoni: Installation and training for New Evacuation Chairs

- New chairs have been ordered and should arrive in 3 to 4 weeks.
- While chairs are being installed throughout the complex, training will commence. The training protocol will focus on all assigned “buddies” for personnel listed on the Office of Emergency Management’s “Self Identified” roster. Other groups that will receive training include emergency management personnel, building security, facility and building management individuals. A general announcement will be made for all other interested in being trained.

Bill Brannon: Installation and Process for the New Display Case Outside of the Bison Bistro

- The new display case in the main corridor outside of the cafeteria is now completed.
- A draft display and exhibit policy has gone to DAS-TIBS Jackson for review. Once DAS Jackson has had a chance to review and changes are made, NBC Facilities will offer use of the case to DOI Bureaus and Offices.
- Usage will likely be for up to 30 days and items must be approved by the Building Manager’s office representative.

Richard Farr: MIB Office Space

- OHTA has moved from 1801 Pennsylvania Avenue to the 3rd floor in the MIB. The relocation of OST to the 3rd floor has not been scheduled yet but should be completed in the fall of 2012.
- ONRR and PAM will be move to the 4th floor of MIB by the end of September of 2012.
- CADR will relocate to the 2nd floor by September 8, 2012.
- Discussions are ongoing concerning the move the Office of Insular Affairs to the 7200 west corridor. The 2nd wing of the 6th floor will remain vacant at this time.

SHOUT OUTS!!

- Inquiries about the distribution of minutes from CCF Meeting.
- Complaints about pest control in an area of the SIB was raised and discussed.