EPA/GSA WYNKOOP RECONFIGURATION
GOVERNANCE BOARD
February 7, 2018
12:00 – 1:00 EDT – 10:00 – 11:00 MDT

DRAFT AGENDA

TOPICS:

1. Introductions
2. Project Status
   a. Lease Amendments
   b. Construction Schedule – Lessor has provided a more detailed Phase 1 construction Schedule
3. Budget/Cost Discussion
   a. Reasonable cost determination
4. Schedule Discussion
   a. Construction
      i. Holding weekly construction meetings. Weekly Construction reports being produced by lessor.
      ii. Indoor Air Quality Plan and Testing – Important to the Region.
      iii. Antenna – decoupled from overall permits process as it may require additional attention including presenting the project in front of the Landmark Commission (LODO historical neighborhood). Please see information below regarding the need for this in the regional office.

> ***The EPA Region 8 office in Denver, CO includes the devolution organization for EPA Headquarters. The devolution organization is extremely important to the Agency because, during an emergency in Washington, DC, if EPA Headquarters is unable to perform the essential functions of the Agency, EPA Region 8 would take over and perform those functions. Part of those functions includes the ability to utilize secure communications that can transmit and receive secret and top secret materials.***
>
> ***In December 2016, the White House Office of Science and Technology Policy and the Office of Management and Budget issued Directive D-16-1, "Minimum Requirements for Federal Executive Branch Continuity Communications Capabilities." In the directive, it states that all Category I and Category II Executive Branch departments and agencies (EPA is a Category II Agency) are required to maintain a "High Frequency, Automatic Link Establishment (HF ALE) Transceiver" and this system "Shall be a dedicated system installed at alternate locations." Because the EPA Region 8 office is considered an alternate location that will function as EPA Headquarters during a devolution incident,*** **the HF ALE system is necessary.**

      iv. Security Status: Lessor providing GSA/EPA drawings and path forward
         a. Concept of Operations

b. LAN/Cabling

v. Notice to Proceed – GSA issued partial. Security Proposal was reviewed and EPA provided lessor comments on 02/01/18

vi. Permits Status – Lessor provided comments to the city. Awaiting further action. As of 02/01/18, no permits have been issued

vii. Fire/Life/Safety status – there may be some unresolved items. GSA/EPA will discuss with lessor

5. Problem areas
6. Action Items
   a. From this meeting:

7. Closing and Adjourn