SPECSINTACT Interagency Configuration, Control and Coordinating (SI-CCCB) Meeting Minutes

February 3-4, 2004
Kennedy Space Center, Florida

Attendees:
Miguel A. Morales, NASA
Frank Der, NASA
Bill Brodt, NASA (Washington) – (by phone)
Steven P. Freitas, USACE (Sacramento)
Jim Quinn, USACE (Huntsville)
Carl Kersten, NAVFAC (Norfolk)
Ed Gallaher, NAVFAC (Norfolk)
Rick Knutson, InDyne
Dorothy Doran, InDyne
Pat Robinson, InDyne
Maggie Muller, InDyne
Jim Whitehead, InDyne
Cheryl Mansfield, InDyne
Cheryl Fitz-Simon, InDyne
Jennifer Horvath, InDyne
Dan Parrell, InDyne
John Pancho, InDyne
Ken Tichy, InDyne

Introduction/Action Items - Miguel Morales, NASA

- Welcomed everyone to the meeting.

- Reviewed past actions items that were set at the previous meeting.

Update of Unified Facilities Guide Specifications (UFGS) - Carl Kersten

- Currently UFGS database contains 737 specifications.
  - 158 are unified (Representing 41% of final database)
  - 94 Army is the preparing activity
  - 64 Navy is the preparing activity
  - 276 have an N extension in the file name
  - 303 have an A extension in the file name

- Final UFGS database will contain 508 specifications
  - 388 Unified specifications
  - 60 Navy unique specifications
  - 60 Army unique specifications

- Projected schedule for FY03 and FY04

- 29 specifications will be unified in Fiscal Year 03
- 35 specifications will be unified in Fiscal Year 04
- 64 unified specifications represents 57% of the database will be unified

- Budget constraints will determine when the entire database is unified

- Ed Gallaher stated the entire navy database will be reviewed to eliminate navy specifications due to lack of usage.

Update of Specification Working Group Meeting - Jim Quinn

- UFGS database will be available on February 27, 2004, with the updated references contained in the Unified Master Reference List (UMRL).

- The UFGS specifications that do not have corresponding submittals in the body of the text will be updated when the specification is unified.

- Rick Dahnke delegated the Army vote to Steve Freitas for the SI-CCCB meetings.

- Rick Dahnke will remain responsible for the Army funding.

Update of Construction Specification Institute (CSI) Revised Masterformat -Ed Gallaher

- CSI has not published the new Masterformat (proposed 48 Divisions).

- SpecsIntact software may require increasing the six-digit file name to seven digits if the alpha extension following the section number is not removed from the UFGS Master Text Database.

- SpecsIntact Master Text section numbers will require renumbering.

- CSI has developed a conversion chart to use for changing the section numbers to the new format.

- Coordination will be required with the Cost Estimating group before the new CSI Masterformat is implemented in SpecsIntact software and master text.

- Project the new CSI format be implemented in the software and master text when the UFGS database is entirely unified (2-3 years)

Overview of Navy-Marine Corp Internet (NMCI) - Carl Kersten

- Navy and Marine Corps original concept was for both agencies to access a secure network environment.

- Marine Corps is not using NMCI.

- All of Navy personnel will access a controlled network environment.

- The contractor who is responsible for maintaining the servers have administrator rights and no one else in the navy will have administrator rights.

- There are two mirrored servers – (Northfolk and San Diego).

- The goal of going to one network was to reduce the number of programs Navy was maintaining.
  - Since NMCI was implemented NAVFAC has reduced their programs from 3,000 to 300 programs.
  - Twice a year the Construction Criteria Base (CCB) programs are certified by the Contractor to place the upgraded version on the network.
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Action: Steve Freitas will provide status to the SI-CCCB members regarding Army Certification of SpecsIntact software.

Review of NASA Joining UFGS - Frank Der

- The NASA Configuration, Control and Coordinating Board (NS-CCCB) decided to migrate to UFGS at their last meeting held at Langley.

- NASA has actively been performing a gap analysis – 20 sections completed.

- Determined from the twenty-specification review, NASA wants to retain six of the specifications.

- Plan to develop model specification sections that will require a complete rewrite. The model specifications will be written in the imperative mood.

- Projected there will be ninety NASA unique specifications retained in the UFGS database.

- Bill Brodt is working with Veterans Administration (VA) and is trying to get the VA to transition to UFGS at the same time as NASA.

- Bill Brodt stated that he had requested the NS-CCCB members to use Dr. Checks for the NASA specification reviews.

- Frank projected that NASA will implement the NASA unique specifications into the UFGS database within the next 2 – 3 years.

Overview of Technical Support - Cheryl Fitz-Simon
Link to presentation

- Reviewed overall Technical Support personnel responsibilities.

- Reviewed number of users supported by each agency for 2003 calendar year.

- Miguel Morales suggested analyzing the user database by the number of calls according to category.

Update of Web/User Tools - Cheryl Mansfield
Link to presentation

- Reviewed web statistics for web hits and number of software downloads.

- Reviewed the new learning guides that are replacing the printed SpecsIntact User Guide.

- Informed the group that SpecsIntact Help is featured on the Macromedia web site customer examples showcase.

Review SpecsIntact XML Conversion Progress and Future XML Applications - Jim Whitehead

- Outlined vision for a future web enabled version of SpecsIntact based on new XML document format.

- Stated that SpecsIntact XML compliance will greatly enhance and simplify any future web development projects, as well as tie-ins with other applications such as CAD and cost estimating systems.

- Described progress converting SpecsIntact into an XML application:
  - The XML schema for SpecsIntact Section files is complete. The schema for reports and other documents will require minimal additional effort.
  - SpecsIntact XML Conversion effort is ahead of schedule.
  - All required SpecsIntact software changes for the SpecsIntact Explorer, SpecsIntact Editor, SpecsIntact print processing and printing, and SpecsIntact PDF publishing are now ready for testing. Publishing to Microsoft Word© format is the only remaining software development effort required.
  - Expect to release XML compatible SpecsIntact software on the upcoming April CCB disk set.
  - XML versions of the UFGS and NASA masters should not be released until SpecsIntact users have sufficient opportunity to install the new SpecsIntact software, because the new XML Master specifications will be incompatible with prior versions of the SpecsIntact software.
  - The SI-CCCB projected that XML versions of the UFGS and NASA masters would be released in October, 2004.

- Described ongoing dialogues and opportunities with several third parties, including the U.S. General Services Administration, Bhargava International, and X.Systems:
  - Reported that these organizations are interested in SpecsIntact XML specifications, web development, and tie-ins with other applications such as CAD systems.

- "SpecsIntact is light years ahead" in its ability to tie-in with other applications, due to its leading edge of technology and technical content according to Umesh Bhargava of Bhargava International.

- Described initiatives of the International Alliance for Interoperability (IAI) for developing a "universal framework to enable and encourage information sharing and interoperability" throughout the building life cycle:
  - XML is the IAI's data format of choice for information sharing between applications.
  - The IAI is actively developing and promoting standards for interoperability using XML-based languages ifcXML, aecXML, and govXML.
  - Stated that the SpecsIntact team will consider ways to improve interoperability with other applications based on XML and the developing IAI standards.

Review Change Requests - Jennifer Horvath

- A total of 23 change requests were reviewed. Twelve were new change requests, nine were deferred change requests, and two new change requests were created and approved. Below is a summary of the results of the change requests reviewed:

  - **New Change Requests**

    Accepted - 9
    Withdrawn - 1
    Rejected - 2
    Deferred - 0

  - **Deferred Change Requests**

    Accepted - 1
    Withdrawn - 1
    Rejected - 7
    Deferred - 0

- Two new change requests were generated and approved at the meeting.

  - CR 04-011, "Develop a Proposal for Counting SpecsIntact Users"
  - CR 04-12, "Automatically Check Typed RIDs and Automate Address Section updating"

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Budget - Miguel Morales

- Stated NASA has mandated full cost accounting starting in FY 04.

- Miguel requested a waiver from NASA for Army and Navy funding for FY04.

- Full cost accounting will be applied to Army and Navy funding starting in FY05.

ACTION: Miguel Morales will write a cover letter to Army and Navy. The Estimated Price Report will be attached to the cover letter. The cover letter will explain:

1. **NASA's full cost accounting**
2. **Amount Army and Navy budget will be increased**
3. **Number of years Army and Navy Budget has not changed**

Priority of Work – Round Table

- Priorities from July 2003 Meeting
  1. Finish XML
  2. Tables in Editor
  3. Alternate Paragraph Numbering
  4. Stand Alone Submittal Register
  5. Stand Alone Editor

- New Priorities
  1. Finish XML
  2. Develop Proposal for Counting SpecsIntact Users (New Change Request 04-011)
  3. Alternate Paragraph Numbering
  4. Tables in Editor
  5. Stand Alone Submittal Register
  6. Stand Alone Editor

Miscellaneous Items – Round Table

- SpecsIntact will no longer support Windows95 because it is no longer supported by Microsoft.
- Ed Gallaher will try to task a Contractor to use the Submittal Tracker for a project. The Contractor will report issues discovered while using the Submittal Tracker.
- Develop and publish on the SpecsIntact Website all approved change requests indicating the priority and provide a mechanism for users to give feedback.

Action: SpecsIntact Team will update documentation and web site with the operating systems that are supported. It will note Windows95 is not supported.

Wrap-up – Round Table

- The next meeting is planned for July 21-22, 2004.

Action: Board members will send Pat Robinson the dates they are available in July to schedule the next meeting.