



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
INSTALLATIONS AND ENVIRONMENT
110 ARMY PENTAGON
WASHINGTON DC 20310-0110

25 March 2005

SAIE-IA

MEMORANDUM FOR Record

SUBJECT: Headquarters and Support Activities Joint Cross Service Group (HSA JCSG) COBRA Review Meeting

1. On 25 March 2005, The Army Basing Study Group (TABS) Modeling Team met with representatives of the HSA JCSG. The purpose of the meeting was to clarify Candidate Recommendation (CR) COBRA data, prepare for installation level integration, and identify any issues that may require the DASA (IA)'s attention to resolve.
2. During the meeting, twenty-five HSA JCSG CRs were discussed. In general, each CR required updates to their footnotes or additional footnotes. There was discussion on the certification of the process used to determine manpower reductions; these reductions need to be footnoted IAW a defined methodology.^{1,2} We neither agreed nor disagreed with their methodology, just asked that it be documented. COL Colson understood our concerns, but believes in some cases a justification may have to be substituted for certified data or methodology. The following CRs were discussed:
 - a. HSA-0006. All the comments reference this CR were concerning footnotes and are believe to have been fixed in the latest submission that is pending review (see attached memorandums).
 - b. HSA-0007 and 0008 do not impact the Army. All the comments reference these CRs were concerning footnotes (see attached memorandums).
 - c. HSA-0009. This CR is being withdrawn due to the USAF closure of Pope AFB.
 - d. HSA-0010, 0011, 0012, 0013, 0014, 0015, 0016 and 0017. All the concerns with footnoting have been addressed by the JCSG (see attached memorandums).
 - e. HSA-0029. The JCSG is working on the comments provided by TABS. There appears to be a documentation issue with the 20% personnel reductions. The static data for DFAS Indianapolis in this CR appears to be different from that in HSA-0018. Additionally, this CR did not appear to construct parking to support the new MILCON. The remainder of the discussion centered on footnoting of the CR (see attached memorandums).

¹ Under Secretary of Defense Memorandum, dtd 16 April 2003, Subject: Transformation through BRAC Policy Memo One, pp. 3, 7, and App B (OSD ICP)

² BRAC Law, Section 2903(c)(5)

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f. HSA-0033 and 0034. The discussion on these two CRs centered on footnoting of the CRs (see attached memorandums).

g. HSA-0035. TABS needs to do a data call to provide static data for Arlington Hall (Action Ms. Manners). There is a question concerning the guidance on AT/FP cost avoidance. HSA is taking savings from the cost avoidance in their COBRA runs and maintains that the OSD BRAC office has approved this entry. TABS believes that this is a memo entry and is an avoided operating cost that may or may not materialize. The remainder of the discussion centered on footnoting of the CR (see attached memorandums).

h. HSA-0046. This CR is being replaced by HSA-0142.

i. HSA-0047. This CR is being reworked and footnoting concerns are being addressed by the JCSG (see attached memorandums).

j. HSA-0050. This CR is being re-looked by direction of OSD. TABS agreed to support the effort with updated information on pending actions that will impact available space at the targeted installations.

k. HSA-0067 and 0071. Footnoting concerns are being addressed by the JCSG (see attached memorandums).

l. HSA-0075. This CR is being withdrawn due to the closure recommendation for Fort Monmouth.

m. HSA-0099. There are several footnote omissions and footnotes that require clarification (see attached memorandums). The JCSG is working on updating this CR.

n. HSA-0108. HSA stated that this CR was going to be added to their collocation of CIFA and DSS.

4. We also discussed HSA-0092 which was not included in the attached memorandums. HSA stated that they had reached an agreement with the AMC Commander to take a 7% reduction in staff as part of HSA-0092 (AMC to Redstone). TABS had provided 0% reductions as part of the certified data given to the JCSG. TABS recommended that the JCSG get a certification for the 7% reduction.

5. There are several CRs in various JCSGs, the Army and the Air Force that station activities and units at Pope Air Force Base. The USAF is closing Pope and transferring it to Fort Bragg. The issue is do we need to change the names and stationing actions from Pope to Fort Bragg? Both TABS and HSA agreed to address the issue with the OSD BRAC office.

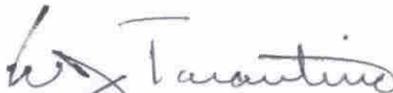
SAIE-IA

SUBJECT: Headquarters and Support Activities Joint Cross Service Group (HSA JCSG) COBRA Review Meeting

6. The JCSG is continuing to work on their footnotes and reviewing their data certification. TABS will provide any missing certifications, if any, for any Army data to the JCSG. We discussed the installation level integration schedule and COL Colson expressed concern with not completing the integration by 1 April. If the integration is not completed by 1 April, there may not be sufficient time to complete the analysis and write reports to meet their 16 April deadline. TABS stated that they would re-look the schedule and try to schedule some additional meetings in an effort to support their requirements.

3. COL Colson agreed with the majority of the comments and recognized that detailed footnotes are required. The JCSG will post updated .CBR files NLT 28 March. TABS will review the updated COBRAs and provide additional comments if necessary.

4. The TABS point of contact is LTC Bob Stanley at (703) 696-2957 or william.stanley@us.army.mil .



WILLIAM J. TARANTINO
COL, IN
Chief, Modeling Support Team

Encl as

CF:

Headquarters and Support Activities Joint Cross Service Group (w/encls)
Office of the Secretary of Defense Base Realignment and Closure Office (w/encls)

MEMORANDUM FOR RECORD

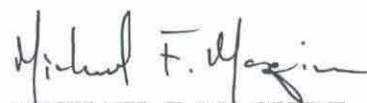
SUBJECT: COBRA Review of HSA-0006 HRC (Knox)

1. GENERAL COMMENTS:

- a. The footnotes in this proposal refer to an Army response to a Data Call. However, this response is not included in the candidate recommendation package.
 - b. It appears that the footnotes for Screen 3 appear on Screen 5, Screen 4 on Screen 6, Screen 5 on Screen 7 and Screen 6 on Screen 8.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No footnotes explaining the personnel moves. The CR summary and screen 6 entries indicate that some BPR reductions are being taken due to the consolidations. These need to be described.
5. SCREEN 4: Population Data for the ARPERCEN St. Louis site (29796) has been changed from what is currently in the COBRA databases. This deviation from the certified population needs to be footnoted.
6. SCREEN 5: (footnotes commented on here, are actually on screen 7 in the COBRA analysis)
- a. This scenario removes organizations and personnel from Ft. Monroe, but does not shutdown any square footage.
 - b. There is a \$1,007,000 one-time IT cost at Ft. Knox that is not footnoted or explained.
 - c. There is a footnote referencing deleted utility costs associated with community facilities on Screen 7. However, there are no community facilities addressed on Screen 7.
7. SCREEN 6: (footnotes commented on here are actually on screen 8 in the COBRA analysis)
- a. Personnel reductions are not addresses. Are these solely BPR reductions or are reductions for BASOPS functions also included.
 - b. Footnote says "BOS plus up only". Needs more explanation.
8. SCREEN 7: Footnote for screen 5 addresses community facilities on Screen 7. There are no community facilities entered on screen 7 and there are no footnotes indicating what, if any, was deleted.
9. SCREEN 8: No comments.



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MICHAEL F. MAGUIRE
TABS Manpower Analyst

Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0007 Navy HRC (Millington)

1. GENERAL COMMENTS:

- a. The footnotes in this proposal refer to a Navy response to a Data Call. However, this response is not included in the candidate recommendation package.
- b. It appears that the footnotes for Screen 3 appear on Screen 5, Screen 4 on Screen 6, Screen 5 on Screen 7 and Screen 6 on Screen 8.

2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.

3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".

4. SCREEN 3: No footnotes explaining the personnel moves.

- a. The personnel movements occur in 2006 and more in 2010. This should be explained.
- b. The CR summary and screen 6 entries indicate that some BPR reductions are being taken due to the consolidations. These need to be described.

5. SCREEN 4: No comments.

6. SCREEN 5:

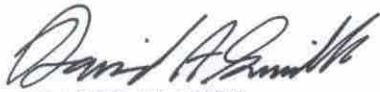
- a. There is a footnote about the removal of costs related to temporary facilities. This footnote doesn't explain what temporary facilities or why they would have been included in the "sample COBRA" to begin with. Further, the "sample COBRA" is not explained.
- b. There are one-time costs incurred at Millington in 2006 and recurring costs incurred from 2007 on. These costs need to be footnoted.
- c. There are several costs on screen 5 at New Orleans. All of these costs need to be footnoted and explained.

7. SCREEN 6:

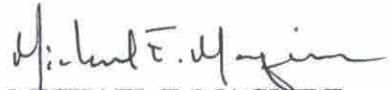
- a. Reductions are taken at New Orleans in 2006 and again in 2010. These BPR reductions should be footnoted and the reason for taking them over two years should be explained.
- b. There are several footnotes referring to a Navy email that is not part of the CR package.

8. SCREEN 7: The MILCON has two entries for new construction of administrative space. There are no footnotes to explain this.

9. SCREEN 8: No comments.



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MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0008 Air Force HRC (Randolph AFB)

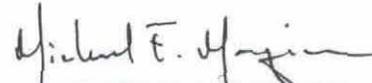
1. GENERAL COMMENTS: It appears that the footnotes for Screen 3 appear on Screen 5, Screen 4 on Screen 6, Screen 5 on Screen 7 and Screen 6 on Screen 8.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No footnotes explaining the personnel moves.
 - a. The personnel movements occur in 2007 and more in 2011. This should be explained.
 - b. The CR summary and screen 6 entries indicate that some BPR reductions are being taken due to the consolidations. These need to be described.
 - c. 10% savings footnote is repeated three times.
5. SCREEN 4: Footnote (repeated twice) addresses a change in quantity to "preclude modeling personnel moving into housing that is not available". The statement does not explain what quantity should be (or is) changed. Further, the footnote addresses a "future adjudication to WIDGET data" in COBRA. What is an "adjudication to WIDGET data"?
6. SCREEN 5: There are two footnotes that appear to address the \$2,855,000 one-time IT cost in 2010 at Randolph AFB. While both seem to indicate the same method of arriving at the cost, the second footnote makes reference to a 3% inflation factor per year. COBRA uses a discount rate of 3.15% per year in computing the NPV, so this 3% would seem to be superfluous if it was actually used.
7. SCREEN 6:
 - a. Reductions are taken at New Orleans in 2007 and again in 2011. These BPR reductions should be footnoted and the reason for taking them over two years should be explained.
 - b. There is an addition of personnel to Robins AFB in 2007 and a reduction to Robin in 2011. This anomaly should be explained in footnotes.

8. SCREEN 7: For other HSA proposals, HSA policy has been to only build FAC 6100. This proposal constructs approximately 83,000 SF of FAC 6102, which costs almost \$19 more per square foot than FAC 6100. This departure from previous policy should be explained and footnoted.

9. SCREEN 8: No comments.



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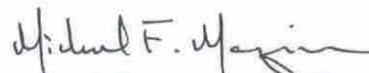
MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0009 Joint Base Bragg-Pope

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: No comments.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.



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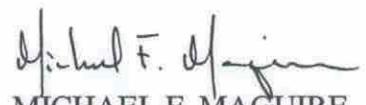
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0010 Joint Base Lewis-McChord

- 1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
- 2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
- 3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units Vacant".
- 4. SCREEN 3: No comments.
- 5. SCREEN 4: No comments.
- 6. SCREEN 5: There is \$8.7M recurring "Activity Mission Savings" that is not explained for McChord AFB. The proposal also shuts down 40,000 ft² of facilities at Ft. Lewis and 33,000 ft² at McChord with no explanation.
- 7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
- 8. SCREEN 7: No comments.
- 9. SCREEN 8: No comments.


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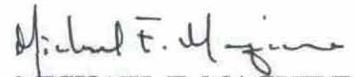
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0011 Joint Base McGuire-Dix-Lakehurst

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: There are two One-Time Unique Costs and a One-Time IT Cost at McGuire AFB that are unexplained. Footnotes are required.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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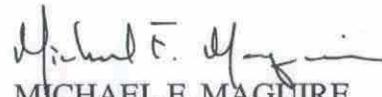
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0012 Joint Base NAF Washington

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: No comments.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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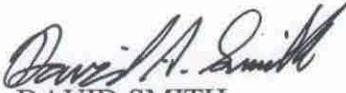

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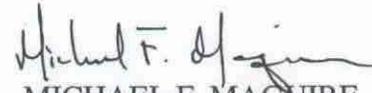
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0013 Joint Base NDW-Bolling AFB

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: The proposal shuts-down 5,000 ft² at both Bolling AFB and Naval District Washington. These vacated facilities need to be described in footnotes.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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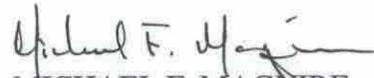
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0014 Joint Base Myer-Henderson Hall

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: No comments.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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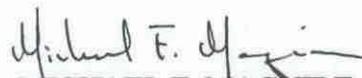
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0015 Joint Base Elmendorf-Richardson

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: No comments.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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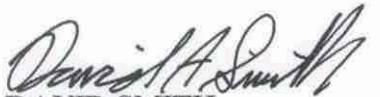

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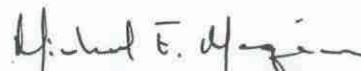
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0016 Joint Base Pearl Harbor-Hickam AFB

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: The proposal shuts-down 16,000 ft² at Hickam AFB and 30,000 ft² at Pearl Harbor. These vacated facilities need to be described in footnotes.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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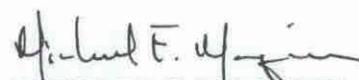
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0017 Joint Base San Antonio

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: The proposal shuts down 29,000 ft² of facilities at Lackland AFB, 9,000 ft² of facilities at Ft. Sam Houston and 12,000 ft² of facilities at Randolph AFB with no explanation. Footnotes are required.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0029 Civilian Personnel Realignment

1. GENERAL COMMENTS:

- a. The footnotes in this proposal refer to Data Call responses. However, it is not possible to tell what numbers each footnote refers to.
- b. There is a 20% reduction referred to in some of the footnotes. The purpose and justification for this reduction is not explained by these footnotes, nor is it addressed in the recommendation justification and supporting data.
- c. It appears that the footnotes for Screen 3 appear on Screen 5, Screen 4 on Screen 6, Screen 5 on Screen 7, and Screen 6 on Screen 8.

2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.

3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".

4. SCREEN 3: On both Pt. 1 and Pt. 2, it appears that the footnotes recorded on Screen 5 apply to data on Screen 3. The footnotes (on both parts) refer to numerous data call responses, but it is not possible to tell what numbers are referred to by each footnote.

5. SCREEN 4: The static data for DFAS-Indianapolis (HSA030) is different in this proposal than it is for the DFAS-Indianapolis (HSA030) site in candidate recommendation HSA-0018. The Enlisted BAH is \$783 in this proposal and it is \$977 in HSA-0018.

6. SCREEN 5: On both Pt. 1 and Pt. 2, it appears that the footnotes recorded on Screen 7 apply to data on Screen 5.

- a. The footnotes (on both parts) refer to numerous data call responses, but it is not possible to tell what numbers are referred to by each footnote.
- b. On Pt. 1 numerous personnel are moved off of several Air Force Bases, however, no facilities are shut down.
- c. All personnel moves and MILCON are accomplished in FY09-FY10 but there are recurring costs and savings listed in FY06 and out at DSC Columbus and DDD Susquehanna. These costs and savings are not explained.
- d. One footnote on Pt. 2 says that "Riley is the Army's only receiving location", however, the proposal also moves personnel to Redstone Arsenal.

7. SCREEN 6: On both Pt. 1 and Pt. 2, it appears that the footnotes recorded on Screen 8 apply to data on Screen 6.

- a. The footnotes (on both parts) refer to numerous data call responses, but it is not possible to tell what numbers are referred to by each footnote.

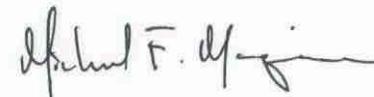
- b. Footnotes (on both parts) should explain eliminations and additions. Are these BASOPS or BPR?

8. SCREEN 7:

- a. There is MILCON at Redstone Arsenal and NAVSUPACT that seems to be equal to 200 ft² per person moving to those installations. This is done even though the capacity data included in the supporting documentation shows large amounts of vacant administrative space at those two installations. There is also a large excess shown at Ft. Riley, yet there is no MILCON in COBRA for the 164 personnel relocating there.
- b. On both parts, there is also no requirement indicated for parking at any of the gaining installations. If sufficient space exists it should be noted.

9. SCREEN 8: No comments.


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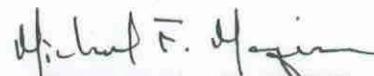
4 FEB

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0033 Joint Base Hampton North

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: No comments.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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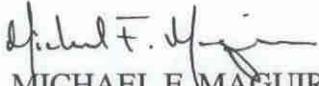
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0034 Joint Base Hampton South

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: This proposal shuts down 5,000 ft² of facilities at NAVPHIBASE Little Creek and 2,000 ft² of facilities at Ft. Eustis with no explanation. Footnotes are required.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0035 National Guard Consolidations

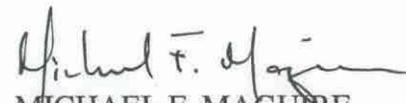
1. GENERAL COMMENTS:

- a. The proposal contains extensive footnotes, however, it is not apparent what data they refer to on the COBRA input screens. Further, these footnotes appear to be offset by one screen (screen 4 footnotes appear to apply to screen 3, etc.).
 - b. The proposal uses Henderson Hall as a surrogate for Arlington Hall. Substituting Henderson Hall causes COBRA to take BOS, Sustainment and Recapitalization savings at the Marine Corps facility that are not the same as for Arlington Hall. Most other cost factors for the two sites will be the same since they are both in the NCR. In addition, the use of Henderson Hall could skew any automated attempts at integrating the candidate recommendations. Recommend creating Arlington Hall in COBRA for the purposes of the proposal. HSA has done this for other proposals (such as the DFAS proposal).
2. SCREEN 1: The candidate recommendation description should be included here as a footnote.
 3. SCREEN 2: No comments.
 4. SCREEN 3: The screen 4 footnotes appear to apply here because the tons of support equipment footnoted match what is being moved on screen 3. However, the personnel numbers footnoted do not match anything on the COBRA input screens.
 5. SCREEN 4: No comments.
 6. SCREEN 5: The screen 6 footnotes appear to apply here. Recurring savings for lease costs and one-time costs for AT/FP cost avoidance are both off by \$1,000. There is a one-time cost for furniture included. COBRA automatically moves 710lbs of furniture per person moving on screen 3. It is not clear what this cost is.
 7. SCREEN 6: The screen 7 footnotes appear to apply here. The footnotes seem to indicate that the personnel reductions at Crystal City Lease are BASOPS reductions. But a lease site has no BASOPS. Need to explain these reductions.

8. SCREEN 7: This proposal constructs 546,070 ft² of administrative space but does not construct any parking. If the addition of 2,174 people to Andrews AFB does not require parking space this needs to be footnoted. Also, the screen 8 footnote about community facilities appears to apply here.

9. SCREEN 8: No comments.


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MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0046 DISA (Offut AFB)

1. GENERAL COMMENTS:

- a. Proposal description says relocate a leased site in Louisiana, however, this site is simply closed in COBRA analysis.
- b. Footnotes refer to files on the HSA community server. These are not accessible to the other organizations reviewing this proposal. Footnotes need to be more complete.

2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.

3. SCREEN 2: No comments.

4. SCREEN 3: No personnel relocate from the leased site in Slidell, LA.

5. SCREEN 4: No comments.

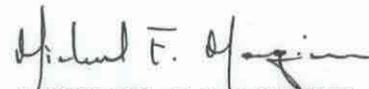
6. SCREEN 5: Footnotes do not explain any of the costs or savings figures.

7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.

8. SCREEN 7: A significant amount of MILCON is undertaken at Offut AFB, but no parking is constructed. If there is sufficient space this should be noted. Also, the math in the footnote is incorrect $832,411 - 19,000 = 813,411$ not $813,421$ and purpose of these figures should be footnoted.

9. SCREEN 8: No comments.


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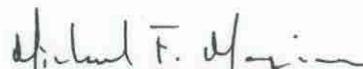
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0047 MDA (Redstone)

1. GENERAL COMMENTS: The proposal closes a leased site in Alexandria, VA by moving all personnel to Redstone Arsenal. At the same time the proposal moves a 50 person NCR enclave from space it is occupying in Roslyn/Ballston, VA to the vacated Alexandria space. Explanation is necessary for why these people do not just remain in the space they are occupying, since lease costs for the NCR are all computed based upon \$37.29 per GSF.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Footnotes should be added explaining the source for distances between leased sites.
4. SCREEN 3: Footnotes should be added to explain why some personnel move in FY08 and some in FY09. There is also a footnote addressing 2 Officers, 0 Enlisted and 0 Civilians that should be clarified.
5. SCREEN 4: Footnotes should be added describing the source of personnel numbers and other data input for the lease sites that are not part of the COBRA database.
6. SCREEN 5: There are some footnotes addressing costs and savings figures. However, the equations in the footnotes are not explained and not all of the figures on Screen 5 are footnoted. One footnote also refers to a file on the HSA S:\ Drive which only HSA has access to.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: A significant amount of MILCON is undertaken at Redstone Arsenal, but no parking is constructed. If there is sufficient space this should be noted. Also, there are footnotes that refer to the HSA S:\ Drive which only HSA has access to.
9. SCREEN 8: No comments.


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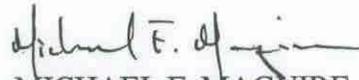
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0050 USARPAC (Pearl)

1. GENERAL COMMENTS: Proposal contains no footnotes. This proposal was sub-contracted to the Army TABS office to perform the COBRA Analysis. The Army supplied COBRA contained detailed footnotes that appear to have been deleted.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: None of the one-time costs are explained, nor is the facilities shutdown at Ft. Shafter. Footnotes are needed.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: MILCON is not what was supplied by the Army as requirements. No explanation.
9. SCREEN 8: No comments.


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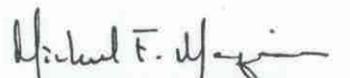
14 MAR

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0067 (DCMA)

1. GENERAL COMMENTS: No comments.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: No comments.
4. SCREEN 3: The one footnote present is cryptic and difficult to understand. Personnel movements need to be explained. in the footnotes. Need to note what the units moving are, where the personnel strengths came from, etc.
5. SCREEN 4: No comments.
6. SCREEN 5:
 - a. Footnote the source of the \$62,560 One-Time Unique Cost in 2010.
 - b. Footnote the source of the \$2,949,000 One-Time Unique Savings in 2010.
 - c. Footnote the source of the \$3,888,340 Misc Recurring Savings beginning in 2010.
 - d. Footnote the Environmental Non-MILCON costs in 2006 and 2010.
 - e. Footnote the One-Time IT costs in 2010.
7. SCREEN 6: Contains a confusing and difficult to understand footnote.
8. SCREEN 7: Parking will probably be required to support new facility.
9. SCREEN 8: No comments.


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14 MAR

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0071 Media & Pubs to Ft Meade

1. GENERAL COMMENTS: Not all of the costs and savings have been footnoted in Screen Five.
2. SCREEN 1: Out of place footnote in screen. The candidate recommendation description should be included here.
3. SCREEN 2: No comments.
4. SCREEN 3: The footnotes present are incomplete and difficult to understand. Personnel movements need to be explained. in the footnotes. Need to note what the units moving are, where the personnel strengths came from, etc.
5. SCREEN 4: No comments.
6. SCREEN 5:
 - a. Footnote the source of the \$37,890 One-Time Unique Cost in 2008 (Alexandria).
 - b. Footnote the source of the \$1,786,110 One-Time Unique Savings in 2008 (Alexandria).
 - c. Footnote the source of the \$18,000 One-Time Unique Cost in 2008 (San Antonio).
 - d. Footnote the source of the \$848,000 One-Time Unique Savings in 2008 (San Antonio).
 - e. Footnote the source of the \$848,000 One-Time Unique Cost in 2008 (Anacostia).
 - f. Footnote the source of the \$525,000 One-Time Moving Cost in 2008 (Anacostia).
 - g. Footnote the source of the \$35,000 Activity Mission Cost beginning in 2008 (Anacostia).
 - h. Footnote the One-Time IT costs in 2010.
7. SCREEN 6: No footnotes. Should describe eliminations and additions with a footnote
8. SCREEN 7: Footnote the source of MILCON requirements.
9. SCREEN 8: No comments.

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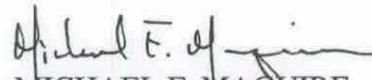
Cc: COL Tarantino

MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0075 Joint Base Monmouth-Earle

1. GENERAL COMMENTS: Proposal contains no footnotes. An explanation of the methodology for personnel savings should be included.
2. SCREEN 1: The screen has no footnotes. The candidate recommendation description should be included here.
3. SCREEN 2: Very cryptic footnote: "Screen 4, F14 Enlisted Housing Units vacant".
4. SCREEN 3: No comments.
5. SCREEN 4: No comments.
6. SCREEN 5: This proposal shuts down 21,000 ft² of facilities at Ft. Monmouth and 8,000 ft² of facilities at Naval Weapons Station Earle Colts Neck with no explanation. Footnotes are required.
7. SCREEN 6: Personnel reductions are not addressed. Footnotes are required.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.


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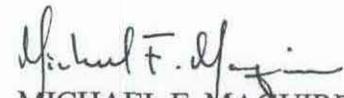
MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0099 Relocate MilDep Adjudication Agencies to Ft. Meade.

1. GENERAL COMMENTS: Extensively footnoted, however, many footnotes reference files that are not part of the CR package.
2. SCREEN 1: No comments.
3. SCREEN 2: No comments.
4. SCREEN 3: The CR description states that the Defense Office of Hearings and Appeals, Boston Hearing Office relocates from the Soldier Support Institute to Ft. Meade, yet there are no personnel moved. This also applies to the Defense Office of Hearings and Appeals, Arizona Hearing Office.
5. SCREEN 4: No comments.
6. SCREEN 5:
 - a. There is a footnoted stating that a One-Time Unique Cost of \$5,981,724 for what is "presumed" to be an Army plus-up for BOS costs. This is actually a cost for utilities support to the MILCON of 196,025 GSF, which the Army supplied to the HSA JCSG as the required MILCON on Ft. Meade. The MILCON square footage was "revised downward" by HSA to 186,225 GSF. The necessary utilities support to the new MILCON (186,225GSF) amount is \$5,682,676.
 - b. The Army response to the 21 Dec SDC for this proposal also included a one-time IT cost (\$1,317,170). HSA assumed this was a BOS increase and declined to include it in the proposal. This cost is not a BOS cost, it is actually a one-time IT cost and should be included.
7. SCREEN 6:
 - a. All Army reported BOS additions and deletions were ignored in the COBRA run. Further, Ft. Meade has reductions of one Officer, one Enlisted and seven civilian positions. This reduction is completely unexplained since the footnotes state that no BOS plus-ups are included and the CR does not list an agency currently at Ft. Meade from which this reduction should taken.
 - b. Both the Phoenix, AZ and Soldier Support Institute, MD have reductions of one civilian. These two offices both loose personnel and relocate none, this should be explained.
8. SCREEN 7: The new administrative facility should have some parking.

9. SCREEN 8: No comments.


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MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0108 MILDEP Investigative Agencies

1. GENERAL COMMENTS:

2. SCREEN 1: A footnote refers to two DON Scenario Data Call responses but these responses are not included in the Candidate Recommendation package.

3. SCREEN 2: No comments.

4. SCREEN 3: No comments.

5. SCREEN 4: No comments.

6. SCREEN 5:

- a. A footnote refers to an Excel file (MILDEP CIS to MCB Quantico.xls) that is not included in the Candidate Recommendation package.
- b. Several footnotes refer to emails that are not included in the Candidate Recommendation package.
- c. Several "Standard Factors" are listed but their use is not explained. For example, an IT Cost Factor is indicated at \$200 per person, this would total \$405,600 in IT Costs but 1,265,000 is entered on Screen 5.
- d. A footnote describes "leased space restoration fees" and how they are computed per gross square foot (GSF). Either the math or the English in the footnote is wrong. If the restoration cost is \$0.75 per usable square foot and $GSF = 1.25 * USF$, then the restoration cost should be $\$0.75 * 1.25$, or \$0.94 per GSF. If the lease restoration cost is \$0.60 per USF, then the lease restoration cost per GSF should be adjusted "from" \$0.60 not "to" \$0.60.
- e. There is no explanation of the facilities shutdown square footage. A total of 513,823 ft² is shutdown at the three losing installations, yet only 430,000 ft² is constructed at the gaining installation.

7. SCREEN 6: Reductions in personnel are taken at Andrews AFB and the footnotes state that no BOS reductions were taken. A second footnote refers to two DON SDC responses and neither is included in the Candidate Recommendation package. These reductions need to be explained.

8. SCREEN 7:

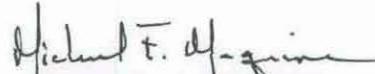
- a. There are two entries for FAC 6100, one for 430,000 ft² and a second for 500 ft².
- b. There is an entry for FAC 1351 (miles of cabling) that has no amount indicated.

- c. Footnote indicates administrative space is constructed at the HSA rate of 200 ft² per person, but then adds 24,400 ft² without an explanation of what the extra space is for.

9. SCREEN 8: No comments.



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MEMORANDUM FOR RECORD

SUBJECT: COBRA Review of HSA-0108 MILDEP Investigative Agencies

1. GENERAL COMMENTS: This MFR is a follow-on to one previously submitted. The Army has no record of a data call concerning this proposal and has some concerns that HSA is using uncertified data.
2. SCREEN 1: No comments.
3. SCREEN 2: No comments.
4. SCREEN 3: The proposal moves all CID assets on Ft. Belvoir to Quantico MCB. Some of these assets are the investigative agents that support Ft. Belvoir and they should not be relocated.
5. SCREEN 4: No comments.
6. SCREEN 5: The facilities shut-down entry for Ft. Belvoir is 107,000 ft². The Army RPLANS database shows that all of the CID assets on Ft. Belvoir only occupy 44,000 ft² or 233,000 ft² if family housing is included.
7. SCREEN 6: There are no reductions for BASOPS taken at Ft. Belvoir. A decrease in population should include a reduction.
8. SCREEN 7: No comments.
9. SCREEN 8: No comments.

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