

JSRCFB MINUTES FOR 9 JUN 2016
BOARD MEETING MINUTES
JOINT SERVICE RESERVE COMPONENT FACILITY BOARD
STATE OF MINNESOTA

A. CONVENING THE BOARD:

In accordance with DOD Directive 1225.07 the Minnesota Joint Service Reserve Component Facility Board convened at 1116 Pacific Time, on the 9th of June 2016. The US Navy Reserve, represented by Ms. Sarah Wagner, was the chairperson for the FY 16 board.

B. ATTENDANCE:

1. Principle members present:
 1. Mr. Ralph Thorn (telephonically), USAR
 2. Mr. Mehrdad Sadeghi, AFR
 3. Lt Col Ryan Kaspari (telephonically), MN ANG
 4. Ms. Rima Blackwell, USNR

2. Alternate members present:
 - Mr. Mike Ramsdall (telephonically), MN ARNG
 - Mr. Cory Peterson (telephonically), AFR
 - Capt Fernando Nacionales (telephonically), MN ANG
 - Ms. Sarah Wagner, USNR
 - Mr. Charles Wyatt (telephonically) USMCR

3. Others Present
 - Lt Col Sol Sukut (telephonically), MN ARNG
 - Mr. Daniel "Jim" Rieker (telephonically) USAR

C. ACTIONS ON MINUTES OF PREVIOUS MEETINGS:

The Chairperson representing the US Navy Reserves, Ms. Sarah Wagner, called the meeting to order at 1116 hours on the 9th of June 2016. Attendance roll of all the Reserve Branches was called. The previous year's minutes and project listing had been sent out in an email to all members prior to the meeting. The Chair asked if all had reviewed last year's minutes and if there were any corrections. The Board accepted the minutes as published.

D. PROJECT SUMMARIES:

A draft list of the projects had been sent out in an email to all members prior to the meeting. Each list was reviewed independently as follows:

MN ANG – Lt Col Ryan Kaspari and Capt Fernando Nacionales verified that the project list was correct as submitted.

AFR – Mr. Mehrdad Sadeghi stated that several projects had been deleted from the list and minor changes were made to the remaining projects. Mr. Sadeghi stated that a copy of the

corrected list was sent to Ms. Sarah Wagner during the meeting. Ms. Wagner stated that the list would be updated prior to the project list being finalized.

- Update: Ms. Sarah Wagner received the updated project list for AFC and corrected the combined list accordingly.

MN ARNG – Mr. Mike Ramsdell verified that the project list was correct as submitted.

USAR – Mr. Ralph Thorn stated that project #CAR-01457 should be deleted from the list. Mr. Thorn also stated that there are no options for joint funding, so all current projects are planned to be executed unilaterally in the years stated.

- Update: Ms. Sarah Wagner deleted project #CAR-01457 from the USAR project list.

USMC – Mr. Charles Wyatt verified that the Marine Corps has no projects for this cycle.

USNR – Ms. Sarah Wagner stated that the cost from P-143 has been increased to \$55.3M as stated on the project list.

1. Number of projects reviewed: 24
2. Number recommended for possible joint construction: 1
3. Number recommended for unilateral construction: 23
4. Number not recommended for construction: 0
5. Number of projects deleted: 21

E. PROJECT LISTING and PROJECT RECOMMENDATIONS: See attachment 2.

F. OTHER BUSINESS

1. Mr. Charles Wyatt stated that USMCR is looking to combine the Twin City and St. Paul Reserve Centers and are looking for property within 50 miles of an airport. The facility would include a 50k sf admin facility and a six-bay VMF.
 - a. Mr. Ralph Thorn suggested looking at Eau Claire, WI just across the MN state line as they are also looking to consolidate Reserve Centers and have property available.
2. Mr. Mike Ramsdell requested that Ms. Sarah Wagner send out the instructions for the new JSRCFB procedures, stating that there will no longer be a Joint Services Board, but a State Facility Board. Mr. Ramsdell also stated that major renovations will be added to the project list starting with the FY17 State Facility Board.
3. Board Chairmanship.
 - a. 2017 Air Force Reserve (switched with USNR)
 - b. 2018 USMC Reserves
 - c. 2019 Army National Guard
 - d. 2020 Air National Guard

4. Next Meeting. The **Air Force Reserve** will chair the next meeting on **Thursday, 08 June 2017 at 1300 hours, CENTRAL STANDARD TIME.**

G. ADJOURNMENT. Capt Fernando Nacionales made the motion to adjourn. Motion was seconded by Mr. Sadeghi, and approved by unanimous vote. The meeting was adjourned at 1141 Pacific Time.

H. AUTHENTICATION: Attachment 1

I. PROJECT LIST: Attachment 2

J. DOD Instructions 1225.08 Dated May 10, 2016 Attachment 3

MINNESOTA JOINT SERVICE RESERVE COMPONENT FACILITY BOARD (JSRCRB)

9 JUNE 2016 at 1100 PT

H-Authentication

Signature of principal or alternate members

PRIMARY

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COL LARRY HERKE, MN ARNG
Construction Facilities Management Officer

ALTERNATE

MINNESOTA ARMY NATIONAL GUARD

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MICHAEL W. RAMSDELL, Civ, MN ARNG
Facilities Master Planner

ARMY RESERVE

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AN.1160885986

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RALPH THORN, Civ, USAR
Planner

AIR FORCE RESERVE

SADEGHI.MEHRDAD.M.12316
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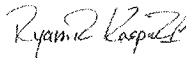
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MEHRDAD SADEGHI, Civ, USAF

CORY PETERSON, Civ, USAF

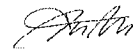
MINNESOTA AIR NATIONAL GUARD

LTCOL MICHAEL PIONTEK
Base Civil Engineer, 133 CES



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LTCOL RYAN KASPARI
Base Civil Engineer, 148 FW



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CAPT FERNANDO NACIONALES
Deputy Base Civil Engineer, 133 CES

CAPT JOE SOLBERG
Deputy Base Civil Engineer, 148 FW

NAVY RESERVE

RIMA BLACKWELL, Civ, USNR

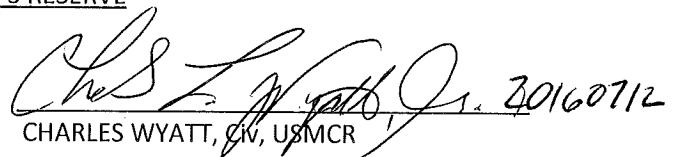
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SARAH WAGNER, Civ, USNR

MARINE CORPS RESERVE

LTCOL MATTHEW DAGOSTINO, USMCR



CHARLES WYATT, Civ, USMCR

**JOINT SERVICE RESERVE COMPONENT FACILITY BOARD
STATE OF MINNESOTA**

Date of Board meeting - 9 JUN 2016		11-Jun-15										
Component	Installation	City, State & Zip Code	Project Name	Approximate	Date	Program	Component	Remarks	Validated	Re-Validated	Uni-Lateral	Joint
								Current Mission, New Construction (95% designed)				
MNANG	Duluth	Duluth, MN 55811	Construct Weapons & Load Training Facility	7.6	Oct-08	2017	FMKM089018				x	
MNANG	Duluth	Duluth, MN 55811	Construct A/C Arresting Systems, R/W 3-21	1.7	Jul-12	2017	FMKM119034	Current Mission, New Construction			x	
MNANG	Duluth	Duluth, MN 55811	Add/Alter B222 for LRS	6	Jul-12	2018	FMKM109026	Current Mission, Replacement			x	
MNANG	Duluth	Duluth, MN 55811	Construct Centralized Hydraulic System, B212	1.7	Jul-12	2018	FMKM109004	Current Mission, New Construction			x	
MNANG	Duluth	Duluth, MN 55811	Construct DOMOPS Storage	3	Jun-12	2018	FMKM162006	Current Mission, New Construction			x	
MNANG	Duluth	Duluth, MN 55811	ADAL Civil Engineer Facility, B280	3	Jun-12	2021	FMKM112030	Current Mission, Replacement			x	
MNANG	Duluth	Duluth, MN 55811	Replace Regional PMEL	4	Oct-03	2022	FMKM039122	Current Mission, Replacement			x	
AFR	934 AW	Minneapolis, MN 55450	Construct Addition, Wing Headquarters, B760	1.5	Jun-16	FY19	QJKL180012	In Programming			x	
AFR	934 AW	Minneapolis, MN 55450	Construct Addition, Operations Facility, B821	2.1	Jun-16	FY19	QJKL090002	In Programming			x	
AFR	934 AW	Minneapolis, MN 55450	Alter Firing Range (Ph 2)	9.0	Oct-08	FY22	QJKL140005	Programmed - Joint				x
AFR	934 AW	Minneapolis, MN 55450	Construct New Mission Support Group Building/Demolish Bldgs. 725, 727, 728, and 729	6.4	May-08	TBD	QJKL090004	Programmed			x	
AFR	934 AW	Minneapolis, MN 55450	Construct Aerial Port Bldg	9.0	Oct-04	TBD	QJKL100004	Programmed			x	
ARNG	Readiness Center	Stillwater, MN	Construction-Readiness Center	17	Oct-08	2014	270014	Estimated BOD Oct 2016.			x	
ARNG	Readiness Center	Arden Hills, MN	Construction-Readiness Center	39.4	Oct-08	2018	270132	Initial Review 5 Oct 05			x	
ARNG	Readiness Center	Anoka, MN	Construction-Readiness Center	9.2	Jun-13	2018	270211	Initial Review 13 Jun 13			x	
ARNG	Logistics Facility	New Ulm, MN	Construction-Field Maintenance Shop	11.2	Oct-08	2019	270203	Added to FYDP for FY 2019			x	
ARNG	Training Site	Camp Ripley, MN	Construct-Convoy Life Fire Range w/Entry Control Point	3.8	Oct-08	2023	270258	Initial Review 11 Oct 07				x
ARNG	Training Site	Camp Ripley, MN	Construction-Training Aids Center	4.5	Jul-12	2023	270173	Initial Review 12 Jul 12				x
ARNG	Readiness Center	New Ulm, MN	Construction-Readiness Center	17.5	Jul-12	2023	270015	Initial Review 12 Jul 12				x
ARNG	Readiness Center	St Cloud, MN	Constructio-Readiness Center	16.5	Jun-15	2024	270194	Initial Review 11 Jun 15				x
ARNG	Readiness Center	Madison, MN	Construction-Readiness Center	16.5	Jun-13	2025	270233	Initial Review 13 Jun 13				x
USAR	Wabasha	Wabasha, MN	Ad-Alter Army Reserve Center	2.6	Jul-15	2022	CAR-12823	Current Mission, New Construction	x	x	x	
USAR	Saint Paul	Saint Paul, MN	Heated Storage Building	2	Jul-15	2022	CAR-12832	Current Mission, New Construction	X	X	X	
USMC			NO PROJECTS									
USNR	NOSC Minneapolis	Minneapolis, MN 55450	Joint Reserve Intelligence Center (JRIC)	55.3	Mar-10	2020	P-143	Project is to construct a new facility for JRIC.	x	x	x	x



Department of Defense **INSTRUCTION**

NUMBER 1225.08
May 10, 2016

USD(P&R)

SUBJECT: Reserve Component (RC) Facilities Programs and Unit Stationing

References: See Enclosure 1

1. **PURPOSE.** In accordance with the authority in DoD Directive (DoDD) 5124.02 (Reference (a)), this instruction:

- a. Reissues and renames DoD Instruction (DoDI) 1225.8 (Reference (b)) and incorporates and cancels DoDD 1225.07 (Reference (c)).
- b. Establishes policy, assigns responsibilities, and provides procedures for the RC Facilities Programs and Unit Stationing for the acquisition and use of RC facilities.
- c. Provides policies and procedures for administering the facilities programs and unit stationing specific to the National Guard (Army and Air) and the Reserves (Army, Navy, Air Force, and Marine Corps), referred to collectively as the "RC".
- d. Establishes the Senior Engineer Steering Group (SESG).
- e. Renames the Joint Service Reserve Component Facilities Board as the State Facilities Board (SFB) and expands their duties and responsibilities in each of the 50 States, the District of Columbia, the Commonwealth of Puerto Rico, and the U.S. possessions and territories (referred to collectively in this instruction as "States").
- f. Provides for placement of RC units of the Military Departments in local communities.
- g. Implements authorities and procedures for:
 - (1) Responsibilities of the SESG and SFBs.
 - (2) Real property acquisition methods, including RC real property exchanges authorized in section 18240 of Title 10, United States Code (Reference (d)).
 - (3) Joint construction and use of RC facilities.

(4) Facility criteria unique to the RCs.

(5) Joint federal and State agreements covering contributions of federal funds to the States for National Guard facilities.

h. Cancels DD Form 2162, "Joint Service Reserve Component Facilities Board (JSRCFB) Project Analysis." Data previously collected on this form is included on the DD Form 1390s, "FY XX Guard and Reserve Military Construction," as prescribed in chapter 6 of Volume 2B of DoD 7000.14-R (Reference (e)).

2. APPLICABILITY. This instruction:

a. Applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the DoD.

b. Does not limit the rights of governors of States or the commanding general of the National Guard of the District of Columbia to fix the location of units of the National Guard of the United States within their respective borders, as authorized by section 18238 of Reference (d) and subsection (a) of section 104 of Title 32, United States Code (Reference (f)).

3. POLICY. It is DoD policy that:

a. The Military Departments provide facilities to support the missions of the RCs.

b. In addition to other available authorities, RC facilities may be acquired by purchase, lease, transfer, construction, expansion, consolidation, rehabilitation, conversion, contribution to any State for these purposes, or exchange, in accordance with sections 18231, 18233(a), and 18240 of Reference (d).

c. Before displacing a long term or permanently housed RC unit or activity, an Active Component (AC) must provide replacement facilities consistent with current RC criteria, the unit's operational and training requirements, and authorized strength.

d. The number of RC units located, or to be located, in a local community must be no larger than the number that reasonably may be expected to be maintained at authorized strength, pursuant to section 18234 of Reference (d).

e. Before submitting a new construction project in the military construction (MILCON) budget request to OSD, the existing RC unit(s) must have an average on-board strength of at least 75 percent of the total authorized strength, for the previous 3 years, to ensure full facility use.

f. Joint construction and common-use areas in joint facilities must be maximized when practical and economically advantageous, pursuant to sections 18231 and 18234 of Reference (d). Unilateral construction of a new RC facility can only be programmed after SFB recommendation and SESG review.

g. RC facilities will be designed to lend themselves to occupancy by new units, reorganized units, and units with new missions, with a minimum of additional construction. Designs and site development must provide for future expansion.

h. New RC facilities will be of high-quality construction and consistent with their anticipated useful life and utilization. All facilities will be similar to those of the ACs, adjusted in accordance with RC mission requirements. Modifications may be made to account for periodic usage if they result in lower life-cycle project costs.

i. Requirements for airfield runways, taxiways, aprons, navigational and approach aids, airfield lighting, arresting gear, and related airfield facilities will be determined in the same manner as for AC when located on Active installations. Federal Aviation Administration criteria may modify adherence to those requirements at other locations.

j. The SESG:

(1) Provides strategic-level oversight and cross-component coordination among RC headquarters engineers or equivalent Service representatives and their staffs.

(2) Makes recommendations on RC facility programs and unit stationing to project proponent(s) and stakeholders.

(3) Advises the Deputy Assistant Secretary of Defense for Readiness Programming and Resources (DASD(RP&R)) on RC facilities issues.

k. Each SFB provides State-level oversight to identify joint construction opportunities and potential efficiencies in RC construction and installation operations.

l. Requirements pursuant to paragraphs 3d and 3e and DoDI 4000.19 (Reference (g)) must be met before making expenditures for an RC facility, in accordance with sections 18233 and 18234 of Reference (d).

4. RESPONSIBILITIES. See Enclosure 2.

5. PROCEDURES. See Enclosure 3.

6. RELEASABILITY. **Cleared for public release**. This instruction is available on the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

7. EFFECTIVE DATE. This instruction is effective May 10, 2016.

A handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Peter Levine
Acting Under Secretary of Defense
for Personnel and Readiness

Enclosures

1. References
 2. Responsibilities
 3. SESG and SFB Procedures
 4. RC Facility and Unit Stationing Procedures
 5. Criteria for Joint Federal and State Agreements Covering Contributions of Federal Funds to the States for National Guard Facilities
- Glossary

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ENCLOSURE 1

REFERENCES

- (a) DoD Directive 5124.02, "Under Secretary of Defense for Personnel and Readiness (USD(P&R))," June 23, 2008
- (b) DoD Instruction 1225.8, "Programs and Procedures for Reserve Component Facilities and Unit Stationing," September 6, 2001 (hereby cancelled)
- (c) DoD Directive 1225.07, "Reserve Component Facilities Programs and Unit Stationing," June 6, 2001 (hereby cancelled)
- (d) Title 10, United States Code
- (e) DoD 7000.14-R, Volume 2B, "Department of Defense Financial Management Regulations (FMRs)," current edition
- (f) Title 32, United States Code
- (g) DoD Instruction 4000.19, "Support Agreements," April 25, 2013
- (h) Deputy Secretary of Defense Memorandum, "Implementation Plan for the Reorganization of the Office of the Under Secretary of Defense for Personnel and Readiness," November 15, 2015
- (i) DoD Instruction 4165.70, "Real Property Management," April 6, 2005
- (j) Military Standard MIL-STD-3007F, "Standard Practice for Unified Facilities Criteria and Unified Facilities Guide Specifications," December 13, 2006
- (k) Executive Order 13528, "Establishment of the Council of Governors," January 11, 2010
- (l) DoD Instruction 1200.18, "The United States Property and Fiscal Officer (USPFO) Program," June 7, 2012
- (m) DoD Instruction 6015.17, "Military Health System (MHS) Facility Portfolio Management," January 13, 2012
- (n) DoD Directive 5105.77, "National Guard Bureau (NGB)," October 30, 2015
- (o) DoD Instruction 4165.71, "Real Property Acquisition," January 6, 2005
- (p) National Guard Regulation 5-1, "National Guard Grants and Cooperative Agreements," May 28, 2010
- (q) DoD Directive 4270.5, "Military Construction," February 12, 2005
- (r) Title 5, United States Code
- (s) Joint Publication 1-02, "Department of Defense Dictionary of Military and Associated Terms," current edition

ENCLOSURE 2

RESPONSIBILITIES

1. ASSISTANT SECRETARY OF DEFENSE FOR READINESS (ASD(R)). Under the authority, direction, and control of the Under Secretary of Defense for Personnel and Readiness (USD(P&R)) in accordance with the “Implementation Plan for the Reorganization of the Office of the Under Secretary of Defense for Personnel and Readiness” (Reference (h)), and in coordination with the Assistant Secretary of Defense for Manpower and Reserve Affairs (ASD(M&RA)), the ASD(R):

a. Analyzes policy and publishes plans, programs, actions, and taskings for RC facilities and installations.

b. Implements this instruction, including issuing additional supporting guidance.

c. Coordinates with the Assistant Secretary of Defense for Energy, Installations, and Environment (ASD(EI&E)) on designation of hosts and responsibilities for joint use facilities and installations involving the RCs, when designation cannot be settled by the Military Departments, in accordance with paragraph 6.12.2 of DoDI 4165.70 (Reference (i)).

d. Reports annually to the USD(P&R) the status of the RC facilities programs.

e. Reviews and de-conflicts RC recruiting demand on communities between the RCs that may occur in the context of reviewing RC facility or stationing decisions.

f. Coordinates with the Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense (USD(C)/CFO) and ASD(EI&E), as appropriate, on any proposed exceptions to DoD requirements. These requirements include:

(1) Applicable Unified Facilities Criteria (UFC) prescribed in Military Standard MIL-STD-3007F (Reference (j)).

(2) Chapter 6 of Reference (e) on unique RC planning, design, construction, sustainment, restoration, and modernization criteria.

2. DASD(RP&R). Under the authority, direction and control of the ASD(R) in accordance with Reference (h), and in coordination with the Deputy Assistant Secretary of Defense for Reserve Integration (DASD(RI)), the DASD(RP&R):

a. Establishes procedures for management of the SESG and SFBs.

b. Establishes and maintains a website for collection and storage of minutes of the SESG and SFB. This website will include examples and best practices to improve the efficiency and effectiveness of the boards.

c. Reviews and conducts analysis on the minutes of each SFB.

d. Reviews cancellation of a support agreement for joint construction following review and recommendation by the SESG.

e. Coordinates with the USD(C)/CFO on all formal RC MILCON reprogramming actions.

3. USD(C)/CFO. The USD(C)/CFO:

a. Publishes policy through chapter 6 of Reference (e) for programming and budgeting of RC MILCON projects, including joint construction.

b. Requires that all RC projects submitted for the President's budget have been reviewed by the SFB for joint potential and that all unilateral projects are justified in accordance with section 18234 of Reference (d).

c. Directs the movement of funds in the budget estimate submission to the host Military Department for inter-departmental joint projects.

d. Coordinates with the ASD(R) on all RC MILCON reprogramming actions, before submitting reprogramming requests to Congress.

4. ASD(EI&E). Under the authority, direction, and control of the Under Secretary of Defense for Acquisitions, Technology, and Logistics, the ASD(EI&E) coordinates with the ASD(R) on all RC facility programs, unit stationing actions, and major land acquisition waivers, before final OSD coordination and approval.

5. SECRETARIES OF THE MILITARY DEPARTMENTS. The Secretaries of the Military Departments:

a. Establish plans, programs, budgets, and accounting procedures for RC real property, MILCON, and facility sustainment, restoration, and modernization programs to support RC facilities and installations requirements. This includes:

(1) Developing and maintaining adequate information systems to effectively manage the use of appropriated funds for supporting approved infrastructure programs.

(2) Reporting design and construction progress.

(3) Providing required reports on RC infrastructure.

b. Provide required facilities based on authorized strength of assigned units, quantity, and type of equipment and supplies, and established facilities criteria, in accordance with section 18234 of Reference (d).

c. Provide replacement facilities to meet RC-authorized space and functional area requirements, operational and training requirements, and authorized strength, before displacing long term or permanently housed RC units or activities. The Chief(s) of the RC(s) will approve the proposed replacement facilities in writing, with notification to the DASD(RP&R).

d. Require the Chiefs of the RCs to certify that RC units are approved for stationing, and that unit total on-board strength for proposed RC facilities is adequate to ensure full facility use. The Secretaries of the Military Departments may grant waivers to the full facility use policy.

e. Coordinate with ASD(R) to establish a host RC for each joint project and provide adequate support to RC joint facilities and installations.

f. Coordinate with other Military Departments to ensure that the placement of RC units, or a change in force structure or number of existing units, will not adversely affect the ability of existing RC units to obtain or maintain the manpower necessary to achieve satisfactory personnel readiness levels.

g. Coordinate with other Military Departments, through the SFB, before programming unilateral RC construction, to determine the availability of existing facilities or potential joint construction projects in accordance with section 18234 of Reference (d).

h. Execute agreements and contribute federal funds to the States for RC facilities consistent with applicable law and policy.

i. Issue real estate instruments for the use of RC facilities by others, as authorized in section 18235 of Reference (d) and other appropriate authorities. This does not preclude the rights of States to execute real estate instruments in accordance with section 18236 of Reference (d).

j. Consider the advice, studies, or reports of all military and civilian organizations concerned with RC facilities, including the Council of Governors pursuant to Executive Order 13528 (Reference (k)), the SESG, and the SFBs, before making RC installation decisions.

k. Coordinate with the Chief, National Guard Bureau on all National Guard facilities and unit stationing issues.

l. Execute agreements for exchange of an existing facility under the Secretary's control with an Executive agency; the United States Postal Service; or a State, local government, local authority, or private entity.

m. Appoint members of the SESG, as identified in paragraph 1.(b)(1) of Enclosure 3.

6. CHIEF, NATIONAL GUARD BUREAU (CNGB). The Chief, National Guard Bureau coordinates on National Guard facilities and unit stationing issues, and re-delegates approval authority to the appropriate National Guard Bureau function or to the United States Property and Fiscal Officer, as required by paragraph 4.d. of DoDI 1200.18 (Reference (1)).

ENCLOSURE 3

SESG AND SFB PROCEDURES

1. SESG

a. Responsibilities. The SESG will meet at least twice a year to:

- (1) Provide advice and recommendations to the DASD(RP&R).
- (2) Prioritize potential joint construction projects identified by the SFBs.
- (3) Identify additional joint opportunities to leverage efficiencies across the RC facilities programs.
- (4) Share initiatives across RCs to improve efficiencies and readiness.
- (5) Initiate and appoint working groups with membership coming from each SESG member's staff to facilitate and explore additional joint opportunities.
- (6) Recommend changes to the supporting guidance for this instruction.
- (7) Develop and revise their charter, as needed.

b. Membership

- (1) The RC headquarters senior engineer or equivalent Service representative for each RC will serve as a primary member. The alternate will be their deputy or an individual within their organization with knowledge of their respective RC's facilities programs.
- (2) The senior facilities engineer under the DASD(RP&R) will serve as a primary member and appoint an alternate from the DASD(RP&R) facilities staff.

2. SFB

a. Responsibilities. An SFB will meet at least once every 12 months, in each State that has at least one unit from two different RCs, to:

- (1) Annually review all future RC MILCON requirements within their State to identify potential joint construction projects.
- (2) Annually review future RC operations and maintenance (O&M) construction requirements within their State to identify joint construction projects where potential exists.

(3) Recommend joint construction or justify the need for unilateral construction for each requirement. Recommendations will be included in the SFB minutes.

(4) Identify additional joint opportunities to leverage efficiencies across the RC facilities programs, such as space utilization; energy and sustainability; maintenance services; contract services; and partnerships, including intergovernmental support agreements pursuant to section 2336 of Reference (d).

(5) Identify vacant or underutilized facilities for possible reuse.

(6) Identify available land for potential real property actions with other RCs.

(7) Share initiatives across RCs within their respective State to improve facility efficiencies and readiness across all components.

(8) Make recommendations to the SESG or DASD(RP&R) on any facility needs of the RCs of that State that have the potential to enhance readiness or to provide a significant return on investment.

(9) Respond to inquiries from the SESG and DASD(RP&R).

(10) Address any other RC installations matters of interest to the membership or the SESG.

b. Membership

(1) Each engineer organization responsible for the RC facilities program within a State will appoint a primary and alternate member to the SFB. Members will have knowledge of their respective RC's facilities programs. When a RC does not have individuals with the required facilities expertise within a given State, it will assign members from a regional office. This may result in individuals with membership in more than one SFB.

(2) Active Component (AC) engineer representatives from each active duty installation within the State are encouraged to participate to share information on upcoming construction projects and available facilities and land for possible joint or unilateral use, as well as other opportunities for efficiencies, such as partnerships and service contracts.

(3) SFB chairpersons are encouraged to invite Coast Guard representatives in States where they are collocated with the RCs, or where they want to explore joint opportunities.

(4) Other federal, State, and local government representatives are welcome to participate to explore partnership opportunities with the RCs.

c. Procedures

(1) Each RC will participate in the SFB in every State where they have at least one RC unit. This requirement will not apply for RCs that have only recruiting activities in a State.

(2) The SFB will provide minutes of each meeting to all participants, the applicable RC headquarters engineer and facilities sections, and the DASD(RP&R) to document their recommendations, within 30 days of the meeting.

ENCLOSURE 4

RC FACILITY AND UNIT STATIONING PROCEDURES

1. FACILITY DESIGN CRITERIA

a. RC planning, design, construction, sustainment, restoration, and modernization criteria will follow the requirements outlined in chapter 6 of Reference (e) and all applicable DoD UFC published in accordance with Reference (j). Any exceptions unique to the RC will be prescribed in the supporting guidance for this issuance until it is incorporated into either Reference (e) or applicable DoD UFC.

b. Construction of medical treatment facilities (i.e., facility category 500) is programmed by the Assistant Secretary of Defense for Health Affairs. Medical unit and individual training facilities fall into facility category 171 and will be programmed by the Military Departments, in accordance with DoDI 6015.17 (Reference (m)).

2. PROCEDURES

a. When the Military Departments make decisions concerning RC facilities and unit stationing for the components of the National Guard, they will coordinate with the National Guard Bureau, which has the statutory responsibility as the channel of communication between the Military Departments and the various States, in accordance with section 10501 of Reference (d) and paragraphs 4.b.1 and 4.b.2 of DoDD 5105.77 (Reference (n)).

b. When making RC facilities-related congressional notifications pursuant to chapter 169 and chapter 1803 of Reference (d), the Military Departments will provide a copy to the ASD(R) within 5 business days.

c. When submitting RC-related major land acquisition waiver requests to the ASD(EI&E) pursuant to DoDI 4165.71 (Reference (o)), the Military Departments will provide a copy to the ASD(R) within 5 business days.

d. Replacement facilities must be approved by the Chief of the RC of the unit being displaced. These facilities must meet authorized space and functional area requirements, consistent with current RC criteria, the unit's operational and training requirements, and authorized strength.

e. A host RC will:

(1) Be selected for joint facilities and joint Reserve bases. The SESG will nominate the host RC to be approved by the Secretaries of the Military Departments involved in the project.

(2) Coordinate with tenants to establish the minimum standards for each, ensuring host and tenant equities are met for all at the lowest practical cost to the taxpayer, while supporting mission-essential requirements.

(3) Ensure that there are no duplicate, non-deployable common service or support organizations on a joint Reserve base, in accordance with paragraph 6.12 of Reference (i). The host may appoint a tenant to direct a common activity consisting of the combined assets of all Military Services and RCs.

(4) Conduct any out sourcing or privatization studies in coordination with the tenant components. Tenants, before initiating out sourcing or privatization studies, must consult with the host RC and other tenants to consolidate efforts.

(5) Coordinate with all affected RCs impacted by base realignment and closure (BRAC) actions. Coordination must include the development of plans for MILCON and other relocation actions and expenditures required by BRAC legislation in sufficient detail to support the BRAC financial plan. RCs must identify specific BRAC program requirements, to include MILCON and other relocation requirements, to their Military Department.

3. SUPPORT AGREEMENTS

a. Support agreements must include requirements for each stage in the facility life cycle of a joint project, including programming, design, construction, and facility operations.

b. Support agreements related to RC facilities will be coordinated with the senior engineer responsible for prioritizing all of that RC's facility construction projects in their Future Years Defense Program.

c. Cancellation of any support agreement for joint construction by any party must be reviewed by the SESG, which will provide a recommendation to the DASD(RP&R). The Military Departments will provide justification for review by the DASD(RP&R).

d. An intra-agency support agreement (DD Form 1144, "Support Agreement"), memorandum of understanding (MOU), or memorandum of agreement as defined in Reference (g), must be executed between host and tenant organizations for each joint facility and joint Reserve base, unless already included in an existing support agreement. Standards for support services must be defined in the support agreement and comply with paragraph 2.c. of Enclosure 3 of Reference (g).

e. A cooperative agreement pursuant to National Guard Regulation 5-1 (Reference (p)) must be executed, establishing the equities and obligations between the Federal Government and each State when an Air National Guard, Army National Guard, or joint National Guard project on State-owned land is supported by a federal contribution. The Reserves must use an interagency support agreement for projects on State-owned land.

f. An interagency support agreement must be executed for RC facilities shared with federal agencies, State, or local governments, or federally recognized Indian tribes, in accordance with Reference (g).

ENCLOSURE 5

CRITERIA FOR JOINT FEDERAL AND STATE AGREEMENTS COVERING
CONTRIBUTIONS OF FEDERAL FUNDS TO THE STATES FOR NATIONAL GUARD
FACILITIES

1. SUPERVISION. All work on a project to which the Secretary of Defense has made a financial contribution pursuant to sections 18233(a)(2), (3), (4), (5), or (6) of Reference (d) must be done according to the laws of the State concerned and under the supervision of State officials.

a. At the State's request, a DoD construction agent may be used for supervision of design and construction of federally-funded National Guard facilities on federal land.

b. A DoD construction agent may be used for projects on State-owned land, provided a State Attorney General's written opinion for that project affirms that the use of a federal agent is not contrary to State law.

2. AGREEMENTS

a. The State must certify that:

(1) It has the legal authority and necessary funds to accomplish its share of the design cost before design initiation and before construction bid authorization.

(2) It has a perfected title to, or other adequate property interest in, acceptable real estate located in an area where local laws and ordinances allow the intended use.

(3) The agreement is legal and binding, and that its execution is duly authorized.

b. When a facility is to be used jointly by two or more components, the agreement must:

(1) Identify all space, both inside and outside the building or buildings:

(a) To be used and maintained exclusively by federally-designated components.

(b) To be used jointly by all components assigned to the facility.

(2) Prescribe the federal and State shares of the cost of maintaining the common-use space, both inside and outside the buildings.

(3) Prescribe schedules for the use of the facilities by the various components, including procedures for resolving scheduling conflicts.

c. The agreement remains in full force and effect for the full term. It contains a clause, and existing agreements may be amended, to allow termination of the agreement before expiration of the fixed term and subject to the approval of the Secretary of the Military Department concerned, when either:

(1) The existing facility is adequate and still required by one or more of the assigned RCs and the State agrees to replace the facility in-kind without further federal contribution and executes an agreement on the replacement facility for the unexpired term of the agreement to be terminated; or

(2) The existing facility is no longer required by any of the assigned RCs and the State agrees to reimburse the Federal Government for its equity in the facility. The equity is calculated as that proportion of the federal contribution as the unexpired term of the agreement bears to the full term of the agreement. The Secretaries of the Military Departments may waive that clause for individual facilities.

3. STATE CONTRACTS. When a facility is to be constructed or operated by State contract:

a. The contract will be awarded in accordance with the State laws and applicable federal regulations.

(1) All contracts, change orders, and supplemental agreements involving a contribution of federal funds are subject to prior approval by the Federal Government.

(2) The Federal Government will approve plans, specifications, and cost estimates.

b. DoD appropriations are:

(1) Recorded as committed based on a signed agreement with the State.

(2) Recorded as obligated based on receipt of a signed contract issued by the State to construct the facility.

(3) Provided on approval of contractor requests for progress and final payments, based on State government certifications of the status of work completed on the facility.

c. The State must maintain an accounting system that is acceptable to the Federal Government. That system must cover the construction work and the subsequent maintenance and operation of those facilities supported with federal contributions, including those facilities to be used jointly by other components.

d. The Federal Government:

(1) Determines which federal costs incurred or to be incurred are allowable in accordance with the terms and conditions of the agreement.

(2) Advises the State of that determination, in writing, before the State executes any contract, according to applicable DoD MILCON policies and criteria.

(3) Inspects and approves projects to ensure that work supported by federal funds complies with approved plans, specifications, criteria, and standards.

GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

AC	Active Component
ASD(EI&E)	Assistant Secretary of Defense for Energy, Installations, and Environment
ASD(M&RA)	Assistant Secretary of Defense for Manpower and Reserve Affairs
ASD(R)	Assistant Secretary of Defense for Readiness
BRAC	base realignment and closure
CNGB	Chief, National Guard Bureau
DASD(RI)	Deputy Assistant Secretary of Defense for Reserve Integration
DASD(RP&R)	Deputy Assistant Secretary of Defense for Readiness Programming, and Resources
DoDD	DoD Directive
DoDI	DoD Instruction
MILCON	military construction
NGB	National Guard Bureau
O&M	operations and maintenance
RC	Reserve Component
SESG	Senior Engineer Steering Group
SFB	State Facilities Board
UFC	Unified Facilities Criteria
USD(C)/CFC	Under Secretary of Defense (Comptroller)/Chief Financial Officer, Department of Defense
USD(P&R)	Under Secretary of Defense for Personnel and Readiness

PART II. DEFINITIONS

These terms and their definitions are for the purposes of this instruction.

BRAC. The process DoD uses to reorganize its installation infrastructure to more efficiently and effectively support its forces, increase operational readiness, and facilitate new ways of doing business.

Chiefs of the RCs. A group consisting of the Chiefs of the Army, Navy, and Air Force Reserves; the Directors of the Army National Guard and the Air National Guard; and the Commander, Marine Forces Reserve.

common-use areas. Areas of a joint facility that are used by two or more components, including outside and inside areas. Examples: classrooms, corridors, utility connections, bathrooms, break areas, assembly halls, site preparation, landscaping, and pavements.

cooperative agreement. Any agreements entered into by the NGB with the States, funded by DoD appropriations for the Army National Guard or the Air National Guard, for construction, minor construction, maintenance, repair, or operation of facilities; operations of the Army National Guard or the Air National Guard; and for other programs authorized and directed by Congress or the DoD to be performed by the States and the NGB.

Council of Governors. A council enacted by Reference (k) to further strengthen the partnership between the Federal Government and State governments to protect the United States and its people and property.

DoD construction agent. Defined in DoDD 4270.5 (Reference (q)).

enclave. A smaller section of a military installation that remains intact after part is closed or realigned, and that will continue with its current role and functions subject to specific modifications.

exclusive-use areas. Areas of a joint facility that are used exclusively by one component, including outside and inside areas. Examples: fenced-in vehicle storage, offices, and component-unique training rooms.

Executive Agency. Defined in section 105 of Title 5, United States Code (Reference (r)).

facility. Defined in section 18232 of Reference (d).

facilities, sustainment, restoration, and modernization. Defined in chapter 8 of Reference (e).

host. Defined in Reference (g).

infrastructure. Physical aspects of an installation that include facilities, utilities, pavements, and real property, both built and natural systems.

installation. A military base, camp, post, station, yard, enclave, center, facility, homeport facility for any ship, or other activity under the jurisdiction of the DoD, including leased space that is controlled by, or primarily supports, DoD missions.

joint construction. A MILCON or O&M project that combines the space and functional requirements of two or more Service components into one facility, thereby eliminating the need to build separate (or unilateral) facilities. This term and its definition are proposed for inclusion in the next edition of Joint Publication 1-02 (Reference (s)).

joint facility. In accordance with section 18233(a)(2) of Reference (d), a joint facility includes two or more of any of the seven RCs. It is intended to be used by the AC and an RC of a single Military Department or two or more components (whether ACs or RCs) of a Military Department in accordance with section 18233(a)(2) of Reference (d). This definition includes a facility shared by two or more associate units from different components of a single Military Service.

joint project. Any MILCON or O&M project that will be a complete or usable facility for joint purposes if contributions of funds, exchanges, or property are provided by more than one AC or RC.

Joint Reserve Base. An installation where the RC is the host, where two or more RC activities are stationed. This is not the same as a joint base as established in the BRAC 2005.

local government. Defined in section 2336 of Reference (d).

long term. An RC unit or activity housed in a facility under a real estate instrument valid for a period of 5 or more years.

major land acquisition. The purchase, withdrawal from public domain, lease or permit from individuals or government entities, or any other type of use agreement involving more than 1,000 acres, or land whose estimated purchase price or annual lease prices exceeds 1 million dollars.

MILCON. Defined in section 2801 of Reference (d).

National Guard. Collectively, the Army National Guard and the Air National Guard.

modernization. Defined in chapter 6 of Reference (e).

O&M. Defined in Reference (s).

readiness center. Defined in section 18232 of Reference (d). Formerly called “armory.”

RC. Refers collectively to the Army National Guard, the Army Reserve, the Navy Reserve, the Marine Corps Reserve, the Air National Guard, the Air Force Reserve, and the Coast Guard Reserve, when the Coast Guard is operating as a Service of the Department of the Navy.

RC facility. Any interest in land; armory, readiness center, reserve center, or other structure; and storage or other building normally needed for the administration, training, or operations of any unit of the RCs.

RC headquarters engineer. Headquarters-level senior engineer or equivalent Service representative who is specifically responsible for RC facilities program planning. When a Military Department does not have a separate RC headquarters, the counterpart responsible for facilities planning over all RC facilities will fill this role.

Reserves. Collectively, the Reserve of the Army, Navy, Air Force, and Marine Corps that does not include the National Guard.

restoration. Defined in chapter 6 of Reference (e).

SESG. A steering group consisting of the RC headquarters-level senior engineers or equivalent Service representatives responsible for each RC facilities program that provides strategic-level oversight and cross-component coordination for RC facilities programs, and provides advice on RC facilities to the DASD(RP&R).

SFB. A group established in each of the States to provide oversight and cross-component coordination for all RC facilities programs within that State.

State. Defined in chapter 1803 of Reference (d).

sustainment. Defined in chapter 6 of Reference (e).

tenants. Defined in Reference (g).

unilateral construction. Facility construction to meet unique mission requirements of a single Service component.