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PERFORMANCE PROGRESS REPORT
SF-PPR

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1.Federal Agency and Organization Element to Which Report is Submitted National Institute of Standards and Technology (NIST)	2. Federal Grant or Other Identifying Number Assigned by Federal Agency 60NANB10D031	3a. DUNS Number 001766682 3b. EIN 04-210580	
4. Recipient Organization (Name and complete address including zip code) Woods Hole Oceanographic Institution 183 Oyster Pond Road Woods Hole, MA 02543		5. Recipient Identifying Number or Account Number 2519883 490031SP	
6. Project/Grant Period Start Date: *(Month, Day, Year)* 02/01/2010 End Date: *(Month, Day, Year)* 01/31/2010	7. Reporting Period End Date *(Month, Day, Year)* 03/31/2010	8. Final Report? ☐ Yes ☒ No 9. Report Frequency ☐ *annual* ☐ *semi-annual* ☑ *quarterly* ☐ *other* *(If other, describe:* _____	

10. Performance Narrative *(attach performance narrative as instructed by the awarding Federal Agency)*

(Please see attached documents)

11. Other Attachments *(attach other documents as needed or as instructed by the awarding Federal Agency)*

12. Certification: I certify to the best of my knowledge and belief that this report is correct and complete for performance of activities for the purposes set forth in the award documents.

12a. Typed or Printed Name and Title of Authorized Certifying Official Ernest G. Charette Director of Facilities and Services	12c. Telephone *(area code, number and extension)* 1.508.289.2702 12d. Email Address echarette@whoi.edu
12b. Signature of Authorized Certifying Official Ernest G. Charette	12e. Date Report Submitted *(Month, Day, Year)* August 13, 2010 13. Agency use only

OMB Approval Number: 0970-0334
Expiration Date: 6/30/2009

NIST Grant # 60NANB10D031
WHOI Project Number 49003100
Laboratory of Ocean Sensors and Observing Systems (LOSOS)
Progress Report 1 – 1st Quarter 2010
Date: April 7, 2010.

Overall Project Baseline

The Woods Hole Oceanographic Institution (WHOI) received funding from NIST to construct a Laboratory for Ocean Sensors and Observing Systems (LOSOS). LOSOS will be an interdisciplinary center for scientists and engineers developing the next generation of sensors and supporting technology for ocean observation. It will specifically support the Ocean Observatories Initiative (OOI), the Martha's Vineyard Coastal Observatory (MVCO), the Ocean Bottom Seismometer Instrument Pool (OBSIP) and the Environmental Sample Processor (ESP) lab. We are planning for a 21,000 sq. ft. building on the WHOI Quissett Campus. The preliminary program was developed in close consultation with the intended users. The preliminary site and floor plans have been developed and the project costs estimated and these assumptions will be completely tested and fully vetted now that funding has been received for the project. All aspects of the building function and operation, including sustainability and green construction will be thoroughly reviewed and updated throughout the project.

Update of Significant Results in Period

The focus of this quarter has been on obtaining the necessary permits for the project. We identified all the permits required and the processes to obtain them.
These include: a permit from the Cape Cod Commission (CCC); a Massachusetts Endangered Species Act (MESA) review by the Natural Heritage and Endangered Species Program; a Building Permit under the Massachusetts State Building Code; an approval by the Department of Environmental Protection to increase the discharge of sanitary and process wastewater to respective wastewater treatment systems.
We have engaged the following firms to assist in the process: Ament and Ament as Attorneys; Holmes and McGrath as Civil Engineer and LEC Environmental Consultants as environmental engineers for this portion of the project.
The following NIST Documentation required for the project are in process including: Completion of the Certificate as to Project Site, Rights of Way and Easements; the completion of the Covenant of Purpose, Use and Ownership and the completion of the Environmental Questionnaire and Checklist. We developed the following for the prospective Architectural and Construction Management firms: a Statement of Qualifications (SOQ) and a Request for Proposal (RFP). We advertized the project and are reviewing SOQ's received from prospective offerors.
We began construction of the project sign and WHOI employees have taken the fraud prevention training. We are developing a traffic study required by CCC and are reviewing the flow data for the sanitary and process waste water treatment plants with respect to handling the increased additional wastewater load from the building.

Milestones
Please see attached milestones chart (Work Breakdown Structure)

Technical Progress - Summary

- Identified all the permits required and the processes to obtain them.
- Engaged the Attorney, a Civil Engineer and an Environmental Engineer to assist in completing the NIST documentation as well as engaged a Traffic Engineer and along with the other firms will begin researching and preparing the project documentation for the Cape Cod Commission.
- Developed a Statement of Qualifications (SOQ) and a Request for Proposal (RFP) for prospective offerors.
- We advertized the project in Dodge Reports to generate interest in the project from prospective architectural and construction management firms
- Began construction of the project sign
- Employees have taken the fraud prevention training
- Developing a traffic study to evaluate the impact of traffic as a result of the project
- Reviewing the flow data from the sanitary and process waste water treatment plants

Technical Progress - Implications
The competitive process for selecting the architect and construction manager is a critically important one and will take a few months to complete to ensure an open, fair and competitive process. As such, the project start date will be delayed.

Technical Progress – Current Status
The project is underway and reasonable, steady progress is being realized. The desired occupancy date for the building is June 2012. We have ample time to meet that date.

Technical Progress – Mitigation of Risks
We have placed significant emphasis on developing the required documentation and a deliberate process to ensure an open, fair and fully competitive process for selecting the architect and construction manager. The results of this effort are expected to provide us with fully qualified candidates to professionally handle the breath, depth and complexity of our proposed building which will prove very beneficial in mitigating risks throughout the project.

Summary of Proposed Changes
We desire to include additional program in the building not originally included in our proposal to NIST. The Environmental Sample Processor (ESP) lab will develop instrumentation and procedures for the genetic identification of marine organisms and for clarifying their role in the biogeochemical cycle. The program includes a laboratory of approximately 500 square feet and two supporting offices of 125 square feet each.

Problems and Opportunities
Problems – None
Opportunities - Given the depressed economy and the current state of the construction industry, we may benefit from reduced construction costs which will provide an opportunity to add value or scope to the overall project. As such, we may have the opportunity to add the ESP lab without a significant increase in overall project cost.

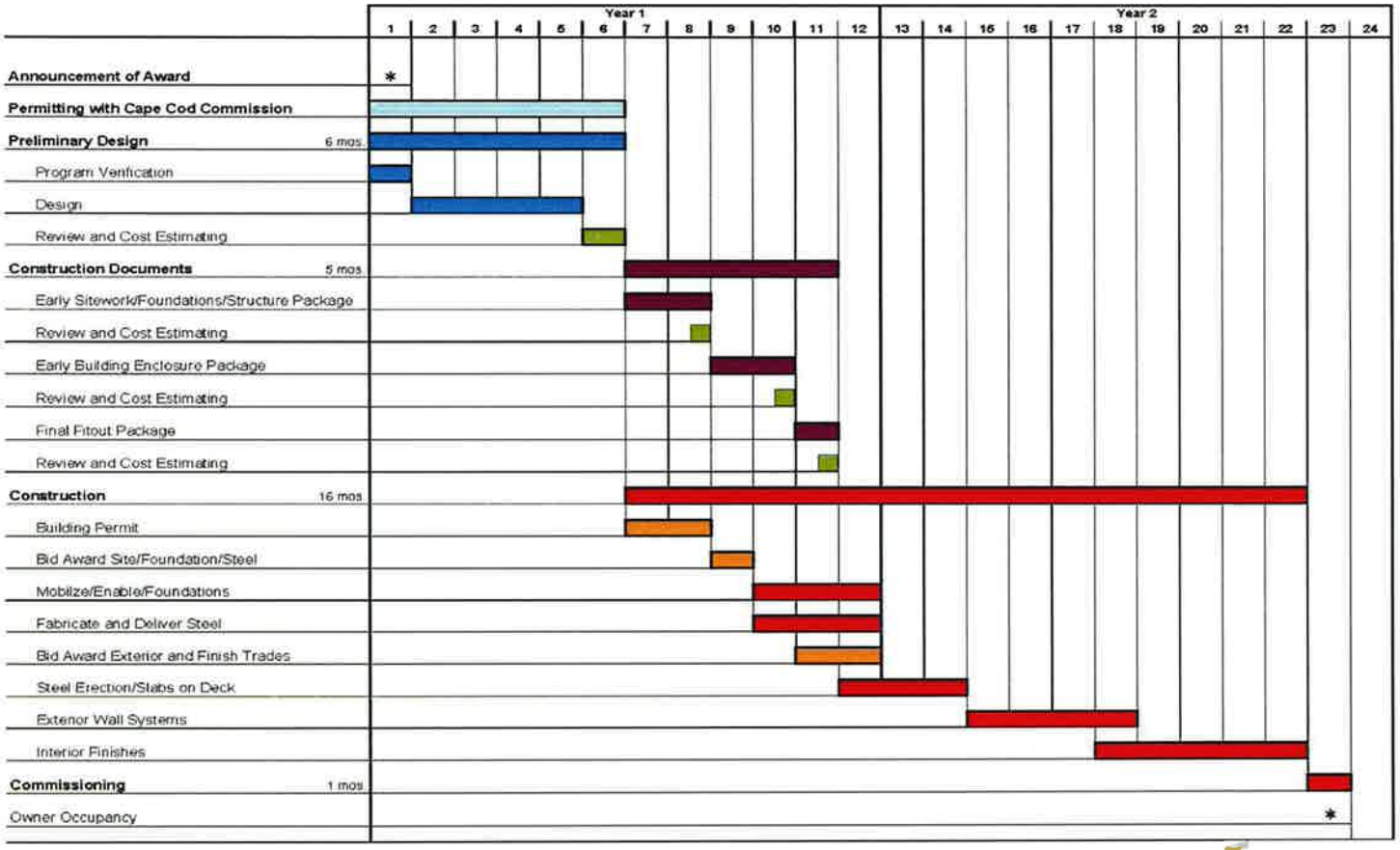
Organizational Issues
None

Upcoming Meetings and Project Events
Meetings
We expect programming meetings with each of the user groups to continue over the next few months.
Project events
A ceremonial groundbreaking event is planned when all NIST, NOAA and WHOI officials can find a mutually convenient date and time.

Respectfully submitted

Ernest G. Charette

Work/Task Breakdown Structure (WBS) - Project Schedule



Woods Hole Oceanographic Institution
Laboratory for Ocean Sensors and Observing Systems

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8/7/2009