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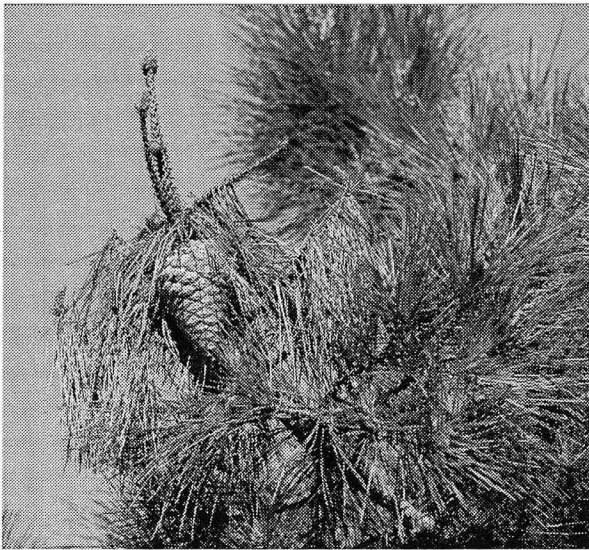
Facilities Quarterly

ERNEST ORLANDO LAWRENCE BERKELEY NATIONAL LABORATORY FACILITIES DEPARTMENT NEWSLETTER

JULY
1997

PITCH CANKER UPDATE

A recent article in *Currents* (May 2, 1997) by Rich McClure of Facilities Planning reported on the pitch canker infestation affecting Berkeley Hills pines. Since then, the extent of the infestation has become clear, says McClure,



This Monterey pine branch has been attacked by pine pitch canker.

and the Lab's plans for dealing with infected trees have been reassessed.

Pitch canker is a fungal infection native to the southeastern United States. The fungus has arrived in California and is transmitted by some 62 species of bark beetle. The fungus weakens Monterey pines and other pines, facilitating insect kill. There are seriously infected and dead trees in many areas of Berkeley and Oakland, including portions of Campus, Strawberry Canyon, Berkeley, Oakland, Orinda, Moraga and Tilden Park. At the Laboratory the fungus has invaded most pine groves.

The new data confirms that pitch canker has spread throughout the general area around the Lab. In early May, the infestation appeared to be limited, and Facilities planned to remove infected trees to reduce the number of beetles. Because this strategy would now require removal of most pines, it is impractical.

Typically, 60 to 80 percent of the pine trees in infected groves die within ten years, and survivors are often deformed. According to one estimate, as few as 10 percent of the East Bay's Monterey pines may survive.

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FEDEX GETS FASTER

Federal Express is Berkeley Lab's preferred carrier for domestic priority mail. Now, those of us who find ourselves pushing the 2:30 Federal Express deadline will find help on the FedEx® web page, at www.fedex.com. There, a service called interNetShip®, allows anyone "with an internet connection and a laser printer" to complete an entire shipping transaction online.

The first time you use the online site you must obtain a User ID. (You'll find the information required for this on page 6 of this issue.) Once this is done, the online service allows users to quickly generate a fully bar-coded shipping label and print it out. A few caveats: (1) Use FedEx only for domestic service; all international packages must be delivered to Shipping in Bldg 69 with a completed LBNL

Express Document Form. These will be shipped via TNT at considerable savings. (2) Send only printed materials via Federal Express. (3) Include your LBNL account number in the "Reference Information" space of the online form. Otherwise, Transportation must contact us to obtain an account number.

continued

INSIDE

From the Facilities Manager
Property Reuse Center Moves Offsite
Focus on Service: Transportation Service
Compliments
Construction and You
Projects
New Crane, Hoist, Forklift Training

REFERENCE COPY
Does Not
Circulate

Bldg. 50 Library - Ref.
Ernest Orlando Lawrence National Laboratory

Copy 1

PUB-678

PROPERTY REUSE CENTER TO MOVE OFFSITE

Those accustomed to prospecting for recycled gems at the Building 42 Property Reuse Center will soon be faced with somewhat longer expeditions. Building 42 will close its doors for good on July 18 to make way for expansion of Grizzly Substation. The Excess Property inventory will be moved to new offsite quarters at the Excess Property section of the warehouse in Building 903, at 2700 7th St., Berkeley. The new center will open August 1.

"The move will affect a large number of people," acknowledges Support Services Manager Fred Lothrop. "The decision to move Property Reuse offsite was made only after thorough consideration of the alternatives." The new location has more processing space and allows consolidation of the Salvage and Property Reuse functions. "It buys us improved efficiency because we now maintain two places," says Lothrop. "By consolidating we'll

make better use of our people."

Recycling bins will still be located in their present locations. Contents of bins will be brought to a flatbed trailer parked outside Building 69 for transport to Building 903. Any hazards—such as vacuum pump oil or refrigerator CFCs—must be dealt with by the user before turnover of materials to Property Reuse.

Information about the move is available on the Web through the Property Home Page or from Monte Clevenger at x4587.

To add a request for a particular item to the Reuse Center's "Wish List," or subscribe to an e-mail list, call Monte Clevenger or send e-mail to MAClevenger@lbl.gov. Photos and descriptions of Excess Property's wares are available at the Property Services website (<http://www/Workplace/Property-Services>).



FROM THE FACILITIES MANAGER...

One thing about this job, there is always something to do. Now that we are working off the backlog and getting buildings painted, the trees start giving us problems. The rural atmosphere of the Laboratory is part of its heritage and something we decidedly wish to preserve. However, our trees are

under attack by the eucalyptus borer and pitch canker. We are trying to remove as few trees as possible and are combining our efforts with the fire vegetation management project, which also calls for thinning certain plants. But dead and dying trees will have to be removed. On the brighter side, we are continuing to replant with native California trees such as oaks and redwoods that will grace the Laboratory for decades.

Transportation has now been part of Facilities for two years. The two articles in this issue show how much they add to the Laboratory. The innovative addition of FedEx on-line service will benefit every person in the Lab that uses overnight service. Deliveries will also be more efficient as we integrate bar-coding receipts into our process. Our drivers are talented and capable of a variety of services. Two of them, Chuck Legg and Shelley Caras, recently returned from Indiana where they learned to operate special trucks for ESD.

Our first report from the Behavior Based Accident Prevention Program shows a drop in accidents for March through May compared to the same period in previous years. This is a good start, but we need to do better, increase the frequency of the coaching sessions, and extend the program to the rest of the Department. It is important to remember that each of us has a responsibility for his or her own safety and that of the people with whom we are working. While deadlines and schedules are important, they are not as important as safety and the prevention of accidents.

Work SMART — Work SAFELY — If it is not safe, STOP the work.

Bob Camper

PITCH

continued from page 1

Facilities will work with the California Department of Forestry (CDF) to identify seriously infected trees and may remove these, but will try to retain trees where possible.

Facilities is still looking at options for slowing the progress of pitch canker in the hope that a control method is identified soon. University scientists at Berkeley, Davis and Riverside continue to look for a way to slow or stop the fungus.

If you have questions about the Lab's program, please contact Bob Berninzoni at x5576. If you have questions about pines at your home or in your neighborhood, call Don Owen of the California Department of Forestry at (916) 224-2494.

FACILITIES DEPARTMENT

Facilities provides Berkeley Lab with a full range of architectural and engineering, construction, and maintenance services for new facilities, and for modification and support of existing facilities.

Architectural and engineering services include facility planning, programming, design, engineering, project management, and construction management. Maintenance and construction

functions include custodial, gardening, and lighting services; operation, service, and repairs to or replacement of equipment and utility systems; and construction of modifications, alterations, and additions to buildings, equipment, facilities, and utilities. Additional services include bus and fleet management, mail distribution, and the logistics functions of stores distribution and property disposal.

Ongoing Facilities activities include

renewal and upgrade of site utility systems and building equipment; preparation of environmental planning studies; in-house energy management; space planning; and assurance of Laboratory compliance with appropriate facilities-related regulations and with University and DOE policies and procedures.

The Work Request Center expedites facility-related work requests, answers questions, and provides support for facility-related needs.

FOCUS ON SERVICE: TRANSPORTATION SERVICES

From its location in Building 69, Transportation handles daily package and mail delivery to all LBNL locations. In addition, with its fleet of vans, trucks, tractor trailer rigs, gas cylinder delivery trucks and liquid nitrogen tankers, Transportation provides LBNL with the equivalent of a small trucking company.

Regular services include delivery to DOE/Oakland on Mondays, Wednesdays, and Fridays, and to LLNL on Wednesdays; liquid nitrogen dewar delivery; and weekly pickup to the used furniture pool. Forklift service is also available for loads up to 18,000 lb (8,200 kg).

Transportation of materials is an overhead function, and normal services are not charged to the user. Special services are available on a recharge basis for such things as office and laboratory moves, and offsite pickups and transports.

Transportation Supervisor Larry Gilbert's goal is to make shipping as simple and efficient as possible for employees and visitors alike. In a move that should improve efficiency and delivery times, Receiving will be relocated from its offsite quarters in Building 903 to Building 69. This move will centralize all material movement operations at Building 69 and permit better tracking and faster

delivery of incoming shipments. The objective of this consolidation is to achieve same-day delivery of any item received in the morning.

To request service call the Work Request Center or extension 5404. Please have the following information ready:

- Contact's location and extension
- Size, weight, and description of materials
- Location of pickup
- Location of delivery
- Has it been monitored for radioactivity?
- Special circumstances
- When to pick up material

COMPLIMENTS

The Engineering Division's Curtis Nunnaly writes, "There was simply no substitute for the timely application of skills and hard work" by the Facilities Electrical Shop in completing critical electrical work in time for the commissioning of Bldg 85. Jim Etchells, Joan Weber, Brian Taylor, Bill Mattson, Matt Hilburn, and team leader Gary Peterson worked on the card access system; Jon Gibson and Jim Murphy on the electrical and energy management systems; John Hutchings and Skip Lee on fire protection modifications; and George Ames on substation metering.

WORK REQUEST CENTER

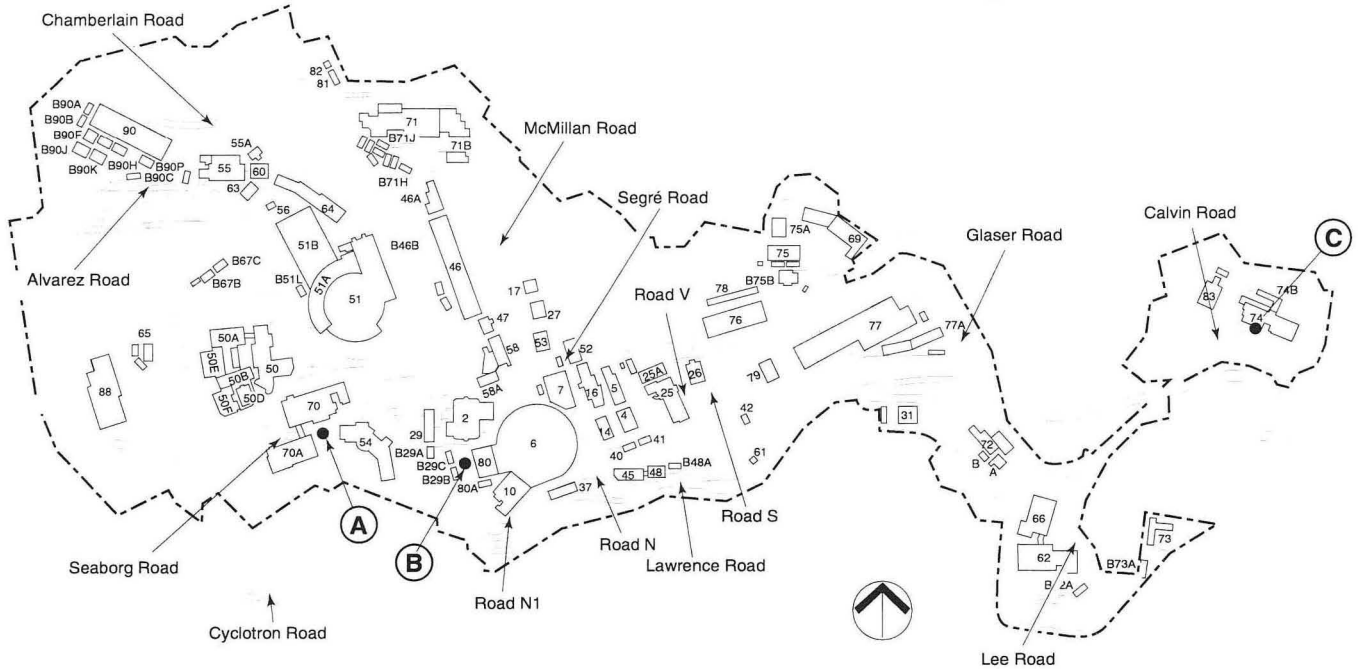
Telephone	6274
Fax	7805
Quickmail	Facility
E- or VAX-Mail	Facilities@lbl.gov
Mailstop	76-222

WRC welcomes questions or comments about the Facilities Quarterly.

CONSTRUCTION AND YOU

Current construction projects affecting parking or vehicular or pedestrian circulation

(D) Intermittent traffic interruptions labwide.



Project Contacts. The name in parentheses after each project is the Project Manager (PM) or other person who is responsible for project oversight: coordinating all phases from design through construction; controlling cost, scope and schedule; and ensuring client satisfaction. This person will be happy to answer any questions about the project.

Bldg 70A Fuel Tank Replacement

(A)	JULY	AUG	SEPT
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A new aboveground fuel tank will be installed in the service yard between Bldg 70 and Bldg 70A during July and August. A few parking spaces will be reserved for contractor use. (Richard Stanton, x6221)

Bldg 84 Human Genome Laboratory

	JULY	AUG	SEPT	(C)
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Construction trailers and activities in this area will continue to impact local parking through the summer. Intermittent interruptions to vehicular access will occur through this period. (Sheree Siemiatkoski, x6088)

Bldg 2 Molecular Design Institute

(B)	JULY	AUG	SEPT
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The final phase of this project should be completed by the end of July. Four parking spaces between Bldg 2 and Bldg 80 will be reserved for the contractor through July. (John Pickrell, x6710)

Sanitary Sewer Restoration

	JULY	AUG	SEPT	(D)
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Additional work on this project is scheduled to begin in September. The project includes work on sanitary sewer lines around the LBNL site, much of it along major roads. Some traffic disruption is expected. Parking will be disrupted on a short-term, rotating basis. (Pablo Orozco, x5820)

“CAUTION—CONSTRUCTION AREA”

Construction barricades and warnings are there for your protection. Under no circumstances should you cross a construction barricade, or disobey posted warnings or directions. Please contact the Project Manager for escorted access to construction areas.

ON THE DRAWING BOARD

projects in study or conceptual design

Bldg 74 Rehabilitation of Building Systems

A conceptual design report has been prepared for the rehabilitation of Building 74 mechanical and electrical systems, seismic upgrade of the structure, and code upgrade of architectural features. As part of the project, the Building 84 utility center would be expanded to accommodate Building 74 utilities, including relocated mechanical equipment and new electrical switchgear. If this project is funded, project design will begin in FY 1999. (Richard Stanton, x6221)

Bldg 77 Rehabilitation Project

Conceptual design is complete for this project, which will rehabilitate Building 77's structural system to restore lateral force resistance and arrest differential foundation settlement. In addition, the project will modernize the building's architectural, mechanical, and electrical systems. (Pablo Orozco, x5820)

Advanced Sequencing Facility

The Advanced Sequencing Facility will occupy 5800 square meters of leased offsite space. It will provide office, wet lab, sequencing and robotic, and other capabilities as needed to support the Joint Genomic Initiative (JGI) production sequencing operations. The JGI is a combined venture of LLNL, LANL, and LBNL. (Kirk Haley, x5973)

IN PROGRESS

funded projects

Bldg 84 Human Genome Laboratory

Construction of the exterior building skin, and installation of equipment, controls, and exhaust systems are nearing completion. Installation of various finishes, including flooring and plumbing, has begun. Startup, testing and air balancing are scheduled over the next few months. Outside the building, site grading, exterior concrete work, installation of irrigation lines, and paving work are in progress. Located adjacent to Building 74, the Human Genome Laboratory will provide 3800 square meters of space in three stories for state-of-the-art genetic research. (Sheree Siemiatkoski, x6088)

Molecular Design Institute

Construction is underway on Phase IV of the Molecular Design Institute in Building 2. Phase IV will convert Room 357 into a laser lab and moves the lab currently in 70-123 to this location. Construction should be complete by the end of July. (John Pickrell, x6710)

Bldg 2 Lithography Laboratory Conversion

This project will provide 25 square meters of class 100 clean room space in the first-floor lithography laboratory in Building 2. The project includes lab utilities, ventilation, modifications to support spaces and building systems, a make-up air handling unit, and additional chilled water lines for clean room temperature and humidity control. The project is now in design. Construction is scheduled for September and will take about a month. (Pablo Orozco, x5820)

Bldg 6 Second Floor Conversion

Design is complete for conversion of additional space on the second floor of the ALS for offices, laboratories, and a conference room. The work includes an elevator at the main entrance. Construction bidding will take place in July, with construction expected to begin in August 1997 and end in February 1998. (John Pickrell, x6710)

Bldg 34 Chilled Water Plant

Design is under way for expansion of the Building 34 chilled water plant. This project will install an additional cooling tower and chiller serving the ALS. The original construction of this building provided space for this expansion. Design is expected to be complete in October. (John Pickrell, x6710)

Bldg 51 Office Conversion

This project will convert approximately 300 square meters on the first floor of Bldg 51 to office use. The space, which was previously a machine shop and control room for the now-decommissioned Bevatron, will be gutted. New heating and ventilation systems, ceilings, lights, and flooring will be installed to provide office space for about 20 people. (Richard Stanton, x6221)

Bldg 54 Conference Center Improvements

A new rooftop chiller has been installed to provide air conditioning for the Conference Center. Design is under way for a new deck to be constructed on the south and west sides of the conference center. The deck will be accessible from both the large and small conference rooms. (Richard Stanton, x6221)

FEDEX

continued from page 1

Transportation supervisor Larry Gilbert stresses the need to include complete address information. The FedEx driver will refuse any package that has an incomplete address.

Also, be sure to include a full name and address to vendors and others outside the Lab who are sending packages to you. This is a particular problem with Procard purchases. "Sometimes we get packages that are addressed simply to 'Berkeley Lab, 1 Cyclotron Rd'," says Gilbert. For valuable items or rushes, ask the vendor to write "call on delivery" on the waybill. Transportation will

notify you when the package arrives. You may either pick it up at Building 69, request a special delivery, or wait for the next scheduled delivery.

Meanwhile, none of Berkeley Lab's rules for shipping packages have changed. As always, only letters, manuscripts, and other printed materials may be shipped without an attached Shipping Document, Form 7600-72124. (Small packages up to 10 lb and mailed to domestic destinations can go through the Mail Room if they are properly wrapped.) To ensure that regulations are met, Chuck Horton, the Lab's certified shipper, inspects outgoing parcels and provides proper packaging when necessary. All parcels must be capable of being opened for inspection.

NEW CRANE, HOIST, FORKLIFT TRAINING

Facilities is offering a newly revised program for crane, hoist, and forklift operator training and certification. The new program allows divisions to hold training sessions whenever needed, and to keep and process their own training documentation.

Courses offered include:

- **EHS022 Forklift**—Two hour lecture, with practical training
- **EHS0226 Forklift**—One-hour refresher, with practical training
- **EHS020 Hoists and Cranes**—Four-hour lecture, with practical training
- **EHS020 Hoists and Cranes**—Two-hour refresher, with practical training

Guidelines for supervisors and applications are available both from the Work Request Center at x6274 and using Appleshare. (Choose the Net B76 zone, Facilities Server-90, and the A&E item. Open A&E, select the "FORMS" folder, and copy the folder "Application - H/C & Fork" to your computer.)

Send your completed application to the appropriate division training coordinator:

- Engineering/Admin: Corine Ortiz, x7506, Bldg 77-125
- All other divisions: Marie Elvira, x5495, Bldg 90K

The program is administered by Facilities with EH&S oversight.

USING THE FEDEX WEBSITE*

(www.fedex.com)

1. TO GET A USER ID, FILL OUT:

a. "USER INFORMATION":

FedEx Account: 094106516
Name: Your Name
Company: UC DOE Lawrence Berkeley
Address 1: 1 Cyclotron Rd Your Mailstop
City: Berkeley
State/Prov: CA
Zip/Postal: 94720
Country: United States
Email Address: your_email@lbl.gov
Phone: 510/your-phone
FAX: 510/your-fax

b. "PICKUP ADDRESS":

Address 1: 1 Cyclotron Rd 69-100
City: Berkeley
State/Prov: CA
Country: United States

Submitting form returns a User ID. Record this number in a secure but accessible place.

2. TO COMPLETE AN AIRBILL, FILL OUT:

a. "ACCOUNT AND USER INFORMATION":

- Enter your User ID.
- Enter the LBNL FedEx Account Number.
- Choose "US Domestic." (DO NOT choose Fedex International.)

b. "PACKAGE SHIPPING INFORMATION":

Recipient Information (To:)

Enter recipient's phone number, your own or the requester's. (FedEx won't process if blank.)

Sender Information (From:)

Use the Address 2 space for requester's name.

Email:

Enter your email address.

Service:

Normally, select "Standard Overnight."

Packaging:

If other than FedEx Letter, fill in weight and dimensions.

Declared Value:

\$1.00.

Bill Shipment to:

Sender (or Recipient/Third Party Acct #: _____)

Your Reference Information:

Enter your LBNL account number.

Click on **Notify FedEx and Prepare Label**.

Package Pickup:

Select "FedEx location" or "scheduled courier."

*Courtesy of Crystal Llewellyn, Human Genome Center.