



UNITED STATES MARINE CORPS
MARINE FORCES RESERVE
2000 OPELOUSAS AVENUE
NEW ORLEANS, LA 70114-1500

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From: Commander, Marine Forces Reserve
To: Distribution List

Subj: MARINE FORCES RESERVE INSTALLATION PLANNING BOARD

Ref: (a) Marine Corps Facilities Investment Campaign Plan (FICP)
of Jun 2015

Encl: (1) Installation Planning Board Process
(2) Project Prioritization Matrix
(3) IPB Initiative Proposal Template

1. Situation. Per the reference, Marine Forces Reserve (MARFORRES) will establish an Installation Planning Board (IPB) by defining members, roles and responsibilities, and the process governance that will be used to produce and manage a viable long-term Facility Infrastructure Sustainment Plan (FISP) and address potential changes to strategic Force laydown plans.

2. Mission. An objective of the Facilities Investment Campaign Plan (FICP) is to establish an IPB to optimize long-term facility management in order to enable a stable and strategic facility planning and budgeting process. Although MARFORRES units reside in a combination of owned, leased, and tenant sites on Department of Defense and National Guard installations, the collective MARFORRES training center infrastructure is treated as a single installation. The MARFORRES IPB will develop long range force FISP nested with Commander, MARFORRES (COMMARFORRES)' Strategy and Vision in order to enhance unit training and readiness.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) The intent is to use the prioritization matrix contained in enclosure (1) to guide the development of projects consistent with the MARFORRES Campaign Plan. These prioritized projects shall consist of near, mid, and long-term actions comprised of Military Construction (MILCON) and Facilities Sustainment Restoration, and Modernization (FSRM) projects exceeding \$300,000.

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(b) The IPB will ensure the IPB Priorities address all Real Property requirements for MARFORRES unit activities on installations as well as all MARFORRES owned and tenant reserve center sites.

(c) The IPB will ensure the priorities reflect changes in MARFORRES mission, personnel, equipment, and current or future force development plans while considering regional demographics.

(d) The IPB will guide the prioritization of projects using enclosure (2), along with best available facility data, Mission Dependency Index (MDI), Facility Condition Index (FCI), and funding constraints to objectively rank unfunded initiatives.

(2) Concept of Operations

(a) MARFORRES will establish a standing IPB beginning in Fiscal Year (FY) 2016 co-chaired by Assistant Chief of Staff (AC/S) Facilities and AC/S G-8. The IPB will establish infrastructure requirements supporting MARFORRES and will recommend MILCON and major FSRM project priorities for execution by AC/S Facilities.

(b) The IPB shall consist of representatives from the MARFORRES AC/S G-3/5, AC/S G-4, AC/S G-8, AC/S Facilities, and a representative from each Major Subordinate Command (MSC). Other staff sections may be asked to send representation, as required.

(c) The IPB will meet twice annually during the first and second quarters of the FY to validate FSRM and MILCON proposals. The co-chairs and select members of their staffs will meet quarterly to track or assess emergent issues or on a more frequent basis for specific issues, as required.

b. Tasks

(1) MSC Representatives

(a) Shall bring forward and objectively present initiatives and requirements for their respective commands using enclosure (3) as a general guide;

(b) Provide data, justification, and insight to foster common understanding of plans and initiatives;

(c) Coordinate with required leadership to obtain additional guidance and approval of recommendations in a timely manner; and

(d) Assist with implementation of approved IPB recommendations.

(2) Standing IPB Membership

(a) Assess major projects against the MARFORRES Campaign Plan. Projects listed on the Master Plan or addressing emerging requirements will be deemed consistent with MARFORRES and Headquarters Marine Corps strategic goals.

(b) Following each meeting, IPB co-chairs will provide written meeting minutes to COMMARFORRES and each MSC Chief of Staff.

(c) Annually during third quarter, the IPB co-chairs will prepare the Future Years Defense Program (FYDP) Reserve Component MILCON Program Objective Memorandum (POM) submission, mid-term (one and two future year) FSRM project proposal list and validate all remaining current year FSRM projects.

4. Administration and Logistics

a. IPB proposals will be prepared as a decision brief by the IPB co-chairs to COMMARFORRES and/or the Executive Director for POM submission in June of each year.

b. Alterations to the COMMARFORRES approved plan will require rebriefing to COMMARFORRES and/or the Executive Director of MARFORRES.

5. Command and Signal

a. Command. This Bulletin is applicable to MARFORRES.

b. Signal. This Bulletin is effective the date signed.

c. Point of Contact. MARFORRES Facilities Operations (504) 697-9826-9829.

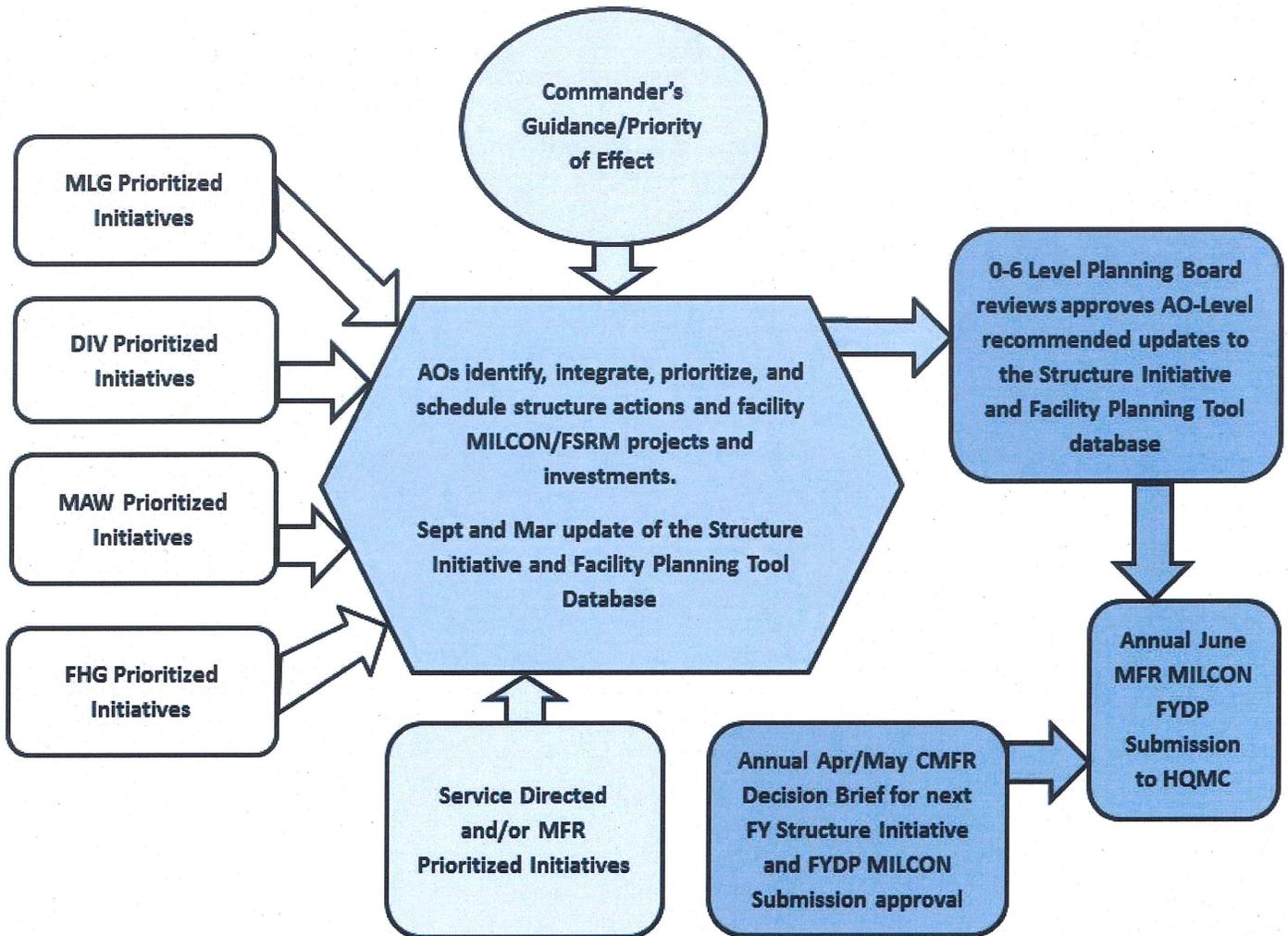


S. A. WENRICH
Chief of Staff

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INSTALLATION PLANNING BOARD PROCESS



Project Prioritization Matrix

Facility Capability/Capacity

Poor/None	Quality of Life	Critical Infrastructure Repairs (e.g. Utilities) AT/FP	Life Safety
	6	3	1
	Aesthetics (e.g. System and FF&E) Modernization 8	Training Support (e.g. Simulator Infrastructure) FSRG/FORG Investment 5	Environmental Compliance/Enduring Structural Deficiency 2
Degraded			
Existing	Aesthetics (e.g. Repainting, New Carpet) 9	Space Constraint Mitigation (e.g. Tactical Parking Expansion) 7	Impact to Force Emergent Mission Requirement DOTMLPF/C Mitigation 4
	Low	Med	High
	Level of Risk to Mission		

IPB Initiative Proposal Template

Action: Build New Reserve Training Center

Background: FSRG pushed significant structure into location w/ the addition of unit. The host vacated the off-base drill center and built a new drill center aboard AC base. MFR Subsequently also vacated the old drill center and is making-due in available spaces aboard AC base.

Structure:

- Co SMCR MO/ME: 6/289
- Det 1 MCR MOR/ME: 4/30
- Det 2 Co A SMCR MO/ME: 1/65
- Det 7 SMCR MO/ME: 0/22

Value: Alleviates space constraints; Provides modern RTC w/ room for an add'l 100 lines of structure in area w/ increasing population; reduces long term costs

Significant DOTMLPF/C Considerations: Facility requirements and cost

Risk if not approved: Continued space constraints and reduced flexibility for movement of additional structure into and area w/ population growth.