

U.S. Department of  
Homeland Security

United States  
Coast Guard



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# Cutter Homeport Decision Process (CHDP)



**COMDTINST M3111.1**  
**AUGUST 2015**





Commandant  
United States Coast Guard

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COMMANDANT INSTRUCTION M3111.1

Subj: CUTTER HOMEPORT DECISION PROCESS (CHDP)

- Ref: (a) Major Systems Acquisition Manual (MSAM), COMDTINST M5000.10 (series)  
 (b) Commandant (CG-751) memo 5420 of 05 Nov 10  
 (c) U.S. Coast Guard Requirements Generation and Management Process, Pub 7-7 (series)  
 (d) Civil Engineering Manual, COMDTINST M11000.11 (series)  
 (e) Shore Facilities Standards Manual, COMDTINST M11012.9 (series)  
 (f) Memorandum of Agreement Between Deputy Chief of Naval Operations (Operations, Plans and Strategy) and Coast Guard Deputy Commandant for Operations, 21 Mar 12  
 (g) National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series)  
 (h) Cutter Capital Asset Management Plan (CCAMP), COMDTINST 4700.1 (series)  
 (i) Mission Analysis Policy, COMDTINST 5280.1 (series)  
 (j) Cutter Employment Standards, COMDTINST 3100.5 (series)  
 (k) Financial Resource Management Manual (FRMM), COMDTINST M7100.3 (series)

1. PURPOSE. This Manual establishes policies, procedures, roles, and responsibilities for implementing the Coast Guard Cutter Homeport Decision Process to achieve the following objectives:
- a. Standardize the procedures for cutter homeport decisions and mandate their use within the post-modernization Coast Guard;
  - b. Incorporate a quantitative analytical methodology into the cutter homeport decision process to assist Coast Guard senior leaders;
  - c. Ensure adequate alignment with Reference (a) and sequencing of the homeport planning processes across organizational layers;

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NON-STANDARD DISTRIBUTION:

- d. Inform Coast Guard major acquisition and shore infrastructure support budgetary planning efforts.
2. **ACTION**. Commanding officers of headquarters units and deputy commandants for mission support and operations will ensure adherence to the provisions of this Manual. Internet release is authorized.
3. **DIRECTIVES AFFECTED**. None.
4. **DISCUSSION**. This Manual was developed as part of a collaborative effort to facilitate a standard process to assist Coast Guard senior leaders making cutter homeport decisions. The policy and procedures documented herein update and improve the Cutter Homeport Decision Process and align it with Coast Guard acquisition, budgetary, and planning processes. Participants in the process included the contractor team and homeport process stakeholders including Commandants (CG-1), (CG-4), (CG-5R), (CG-6), (CG-7), (CG-8), (CG-9), (CG-092), Director of Operational Logistics (DOL), LANTAREA, and PACAREA.
5. **DISCLAIMER**. This guidance is not a substitute for applicable legal requirements. It is intended to provide guidance for Coast Guard personnel and is not intended to nor does it impose legally binding requirements on any party outside the Coast Guard.
6. **ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS**.
  - a. The development of this directive and the general policies contained within it have been thoroughly reviewed by the originating office and are categorically excluded under current USCG categorical exclusion (CE) #33 from further environmental analysis, in accordance with Section 2.B.2. and Figure 2-1 of the National Environmental Policy Act Implementing Procedures and Policy for Considering Environmental Impacts, COMDTINST M16475.1 (series).
  - b. This directive will not have any of the following: significant cumulative impacts on the human environment; substantial controversy or substantial change to existing environmental conditions; or inconsistencies with any Federal, State, or local laws or administrative determinations relating to the environment. All future specific actions resulting from the general policies in this Manual must be individually evaluated for compliance with the National Environmental Policy Act (NEPA), DHS and Coast Guard NEPA policy, and compliance with all other environmental mandates.
7. **DISTRIBUTION**. No paper distribution will be made of this Manual. An electronic version will be located on the following Commandant (CG-612) web sites. Internet: <http://www.uscg.mil/directives/>, and CG Portal: <https://cgportal2.uscg.mil/library/directives/SitePages/Home.aspx>.
8. **RECORDS MANAGEMENT CONSIDERATIONS**. This Manual has been thoroughly reviewed during the directives clearance process, and it has been determined there are no further records scheduling requirements, in accordance with Federal Records Act, 44 U.S.C. 3101 et seq., National Archives and Records Administration (NARA) requirements, and Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This policy does not create significant or substantial change to existing records management requirements.

9. FORMS/REPORTS. None
10. REQUEST FOR CHANGES. Commandant (CG-751) will coordinate changes to this Manual. This Manual is under continual review and will be updated as necessary. All users are urged to provide recommendations for improvement to this Manual via the chain of command.

John P. Nadeau /s/  
Rear Admiral, U. S. Coast Guard  
Assistant Commandant for Capability





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ENCLOSURES

- (1) Example - Cutter Homeport Decision Process
- (2) Cutter Homeport Decision Process Tracking Template
- (3) Example Decision Memo

## CHAPTER 1. INTRODUCTION AND SCOPE

- A. Introduction. The U.S. Coast Guard's Office of Cutter Forces (CG-751) is responsible for initializing homeport decisions for new classes of cutters, as well as the process for relocating existing cutters.
1. The goals of Coast Guard Cutter homeport decisions are to:
    - a. Enhance overall operational availability and efficiency of the cutter fleet.
    - b. Align capability with appropriate Operational Commander plans.
    - c. Limit risks associated with natural disasters or man-made catastrophes.
    - d. Facilitate access to operating areas and training support assets.
    - e. Minimize costs when support infrastructure requires extensive recapitalization or repair.
    - f. Maximize the use of existing infrastructure such as maintenance, training, and support facilities. Also maximize the use of existing organizations and manpower resources in maintenance, training, and support functions by geographical concentration.
    - g. Provide the greatest possible quality of service and stability for crews and families without compromising the cutter fleet's ability to support operations.
    - h. Comply with environmental laws and regulations; identify and mitigate potential negative impact on the environment.
  2. The purpose of the Cutter Homeport Decision Process (CHDP) is to achieve these goals through a standardized multidisciplinary approach using quantitative, analytical, and logical decision-making with participation by a broad range of Coast Guard stakeholders. This process must also be flexible to address the unique situation each homeport initiative presents and result in a homeport decision that aligns with the shore facility planning and budgeting process.
  3. The Cutter Resource Council (CRC) will serve as the senior-level integrated body to provide oversight for the CHDP in accordance with Reference (b).
  4. The Homeport Planning Team, under the direction of the CRC, will serve as the planning element for the CHDP. The Homeport Planning Team will meet, at a minimum, quarterly to address cutter homeport issues and will include representatives from stakeholders listed below to ensure coordination across directorates.
    - a. Office of Cutter Forces (CG-751)
    - b. Office of Requirements and Analysis (CG-771)

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- c. Office of Work Life (CG-111)
  - d. Office of Health Services (CG-112)
  - e. Office of Military Personnel, Housing Division (CG-1333)
  - f. Office of Civil Engineering (CG-43)
  - g. Office of Naval Engineering (CG-45)
  - h. Acquisition Program Manager, Surface (CG-932)
  - i. Office of Budget and Programs (CG-82)
  - j. Office of Congressional Affairs (CG-0921)
  - k. Office of Security Policy and Management (CG-DCMS-34)
  - l. Office of Planning and Programming (CG-DCMS-82)
  - m. Office of Budget Development (CG-DCO-82)
  - n. Office of Navigation Systems (CG-NAV)
  - o. Office of Waterways & Ocean Policy (CG-WWM)
  - p. Office of Base Operations (DOL-3)
  - q. LANTAREA Cutter Forces Section (LANT-37CF)
  - r. PACAREA Cutter Forces Section (PAC-37CF)
  - s. Shore Infrastructure Logistics Center (SILC)
5. This Manual describes a standardized methodology that ensures stakeholder interests are addressed, allows homeport options to be evaluated in a logical, analytical manner, and informs Coast Guard senior leadership in making cutter homeport decisions.
6. Specifically, this Manual:
- a. Identifies required analyses for making a homeport decision.
  - b. Establishes standard Measures of Effectiveness (MOE) for the CHDP.
    - (1) Mission Performance
    - (2) Support/Maintenance
    - (3) Quality of Life
    - (4) Environmental Impact

- (5) Cost
- c. Provides a flexible framework to establish appropriate criteria for each MOE.
  - d. Provides a quantitative, logical, and analytical tool to support the decision process.
  - e. Identifies the roles and responsibilities of the various stakeholders in the CHDP.
  - f. Ensures coordination across directorates for cutter homeport decisions.
  - g. Ensures alignment of the CHDP to the shore facility planning process and other budget planning processes.

B. Scope.

1. The Cutter Homeport Decision Process may be initiated in response to a wide variety of internal and external circumstances including, but not limited to:
  - a. Introduction of a new cutter class.
  - b. Changes to existing cutters that alter ILSP requirements.
  - c. Changes in mission profile and operational requirements.
  - d. Changes in strategic laydown of cutters.
  - e. Emerging issues in current cutter homeports.
2. The CHDP has many variables that impact the depth and scope of the required analysis, such as the number of units involved, the timetable for implementation, economic and operational considerations, and whether the process is linked to a major acquisition. Despite the many potential permutations, the process always involves the same common phases. Detailed information on each phase is provided in Chapter 2 and Enclosure (1).
  - a. Input Phase. Includes the identification of inputs for the specific decision and may include, as appropriate, Mission Analysis Information, Force Allocation Information, and Logistics Planning Information.
  - b. Identification Phase. Includes a cluster decision, optimal cluster size, Integrated Logistics Support Plan (ILSP) requirements (if applicable), identification of homeport candidates, and CRC approval before moving to the next phase.
  - c. Evaluation Phase. Includes the establishment of criteria for each MOE, data collection, analysis of each MOE for each homeport candidate, and a quantitative ranking of each candidate.
  - d. Approval Phase. The final homeport decision approved by the Commandant.



## CHAPTER 2. CUTTER HOMEPORT DECISION PROCESS

### A. Introduction.

1. This chapter identifies the phases and elements of the CHDP.
2. The CHDP described in this Manual categorizes most cutter homeport decisions into three categories:
  - a. Homeport decisions associated with the deployment of a new class of cutters: In this situation the CHDP must be executed in a timely manner that supports the shore facilities planning and budgeting process associated with the Major Systems Acquisition Process. This normally requires the process be initiated as early as 7-10 years before cutter arrival at the homeport. Figure 2-1 shows the CHDP alignment to the shore facilities planning and budgeting processes.

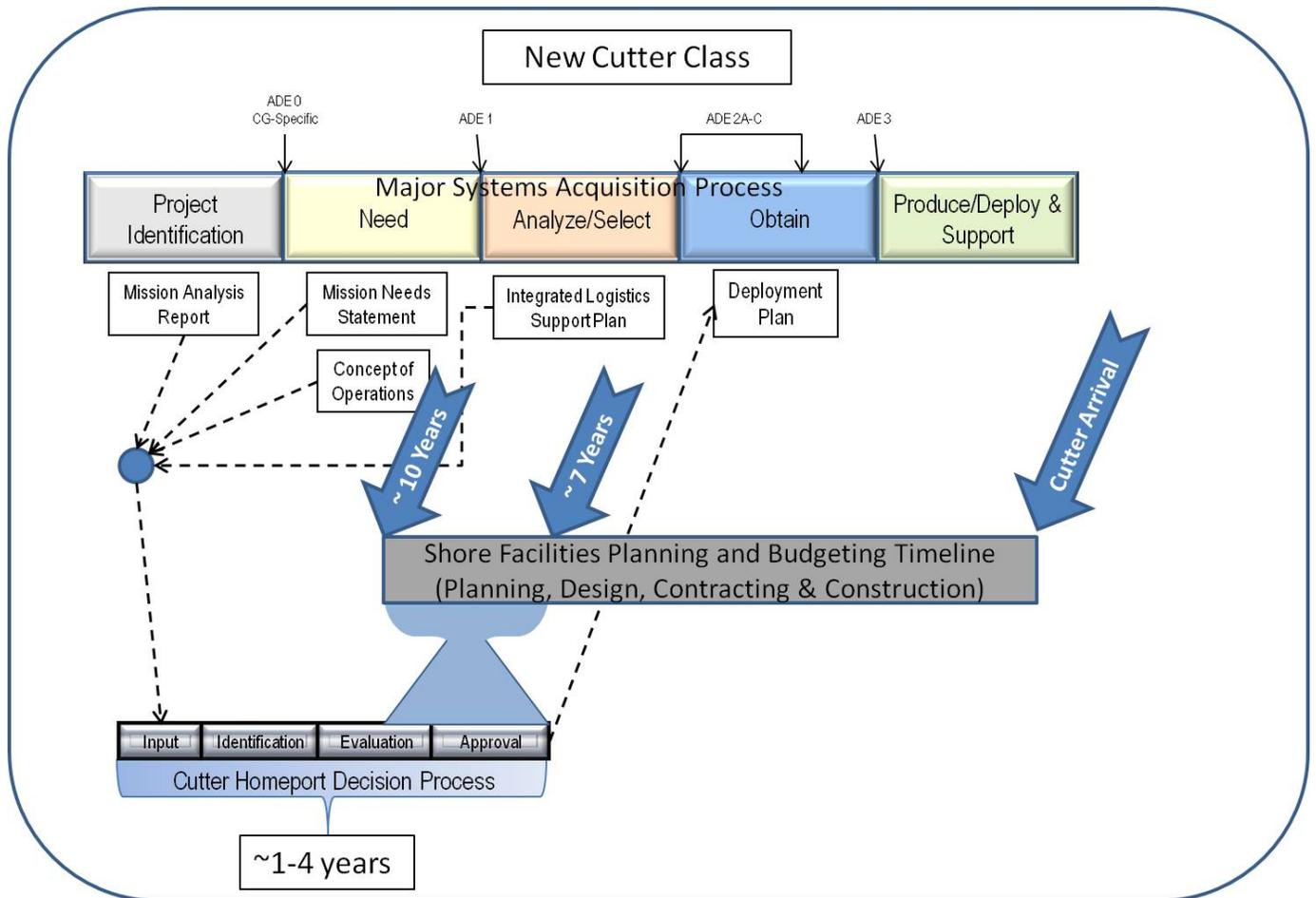


Figure 2-1 New Cutter Class Timeline

- b. Homeport decisions associated with the relocation of existing cutters that require major shore Acquisitions, Construction, and Improvement (AC&I) construction: This normally requires a decision as early as 6-10 years before cutter arrival at the homeport. Figure 2-2 shows the CHDP alignment to the shore facilities planning and budgeting processes.

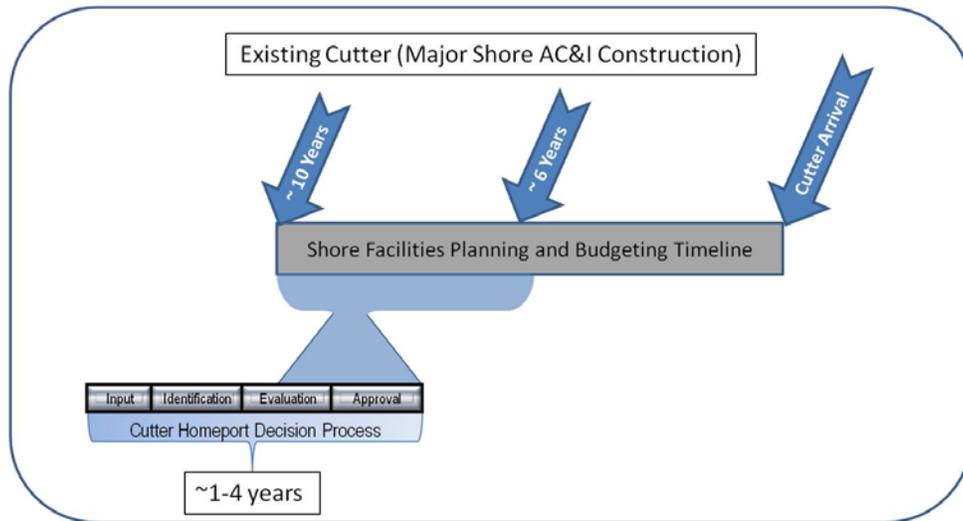


Figure 2-2 Existing Cutters (Major Construction) Timeline

- c. Homeport decisions associated with the relocation of existing cutters that require minor construction (AFC-43 funded): This case requires a decision between 2-4 years before cutter arrival to ensure all shore support requirements are met when the cutter arrives at the homeport. Figure 2-3 shows the CHDP alignment to the shore facilities planning and budgeting processes.

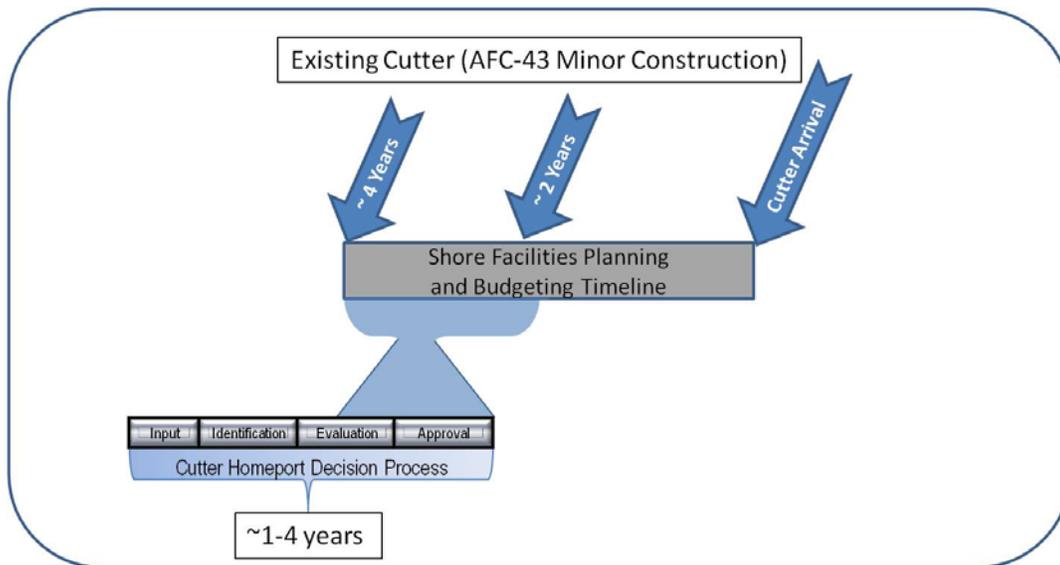


Figure 2-3 Existing Cutters (Minor Construction) Timeline

- 3. Enclosure (1) provides a detailed example of Cutter Homeport Decision Process activities and data collection. The description focuses on the activities and analysis required to evaluate the CHDP's five Measures of Effectiveness and provides representative examples.

B. Process Overview.

1. From start to finish, the Cutter Homeport Decision Process normally takes 12 to 48 months to complete, depending on the available information at the start of the process, the complexity of the initiative, and type of homeport decision (Chapter 2.A.2 above). The 12-48 month timeline does not include the time necessary for the facility planning process or the budget planning process, which are normally conducted after a decision has been made. The homeport decision must align with and support the facility planning and budget processes, as shown in Figures 2-1 thru-2-3, to ensure that shore facility support is in place upon cutter arrival at the homeport.
2. Figure 2-4 shows the activities that comprise the CHDP, which are grouped into the following four phases:
  - a. Input
  - b. Identification
  - c. Evaluation
  - d. Approval
3. Figure 2-1 shows each phase as a separate flowchart, reading from left to right. The top of each flowchart begins with the condition or state that initiates the activities in the flowchart.

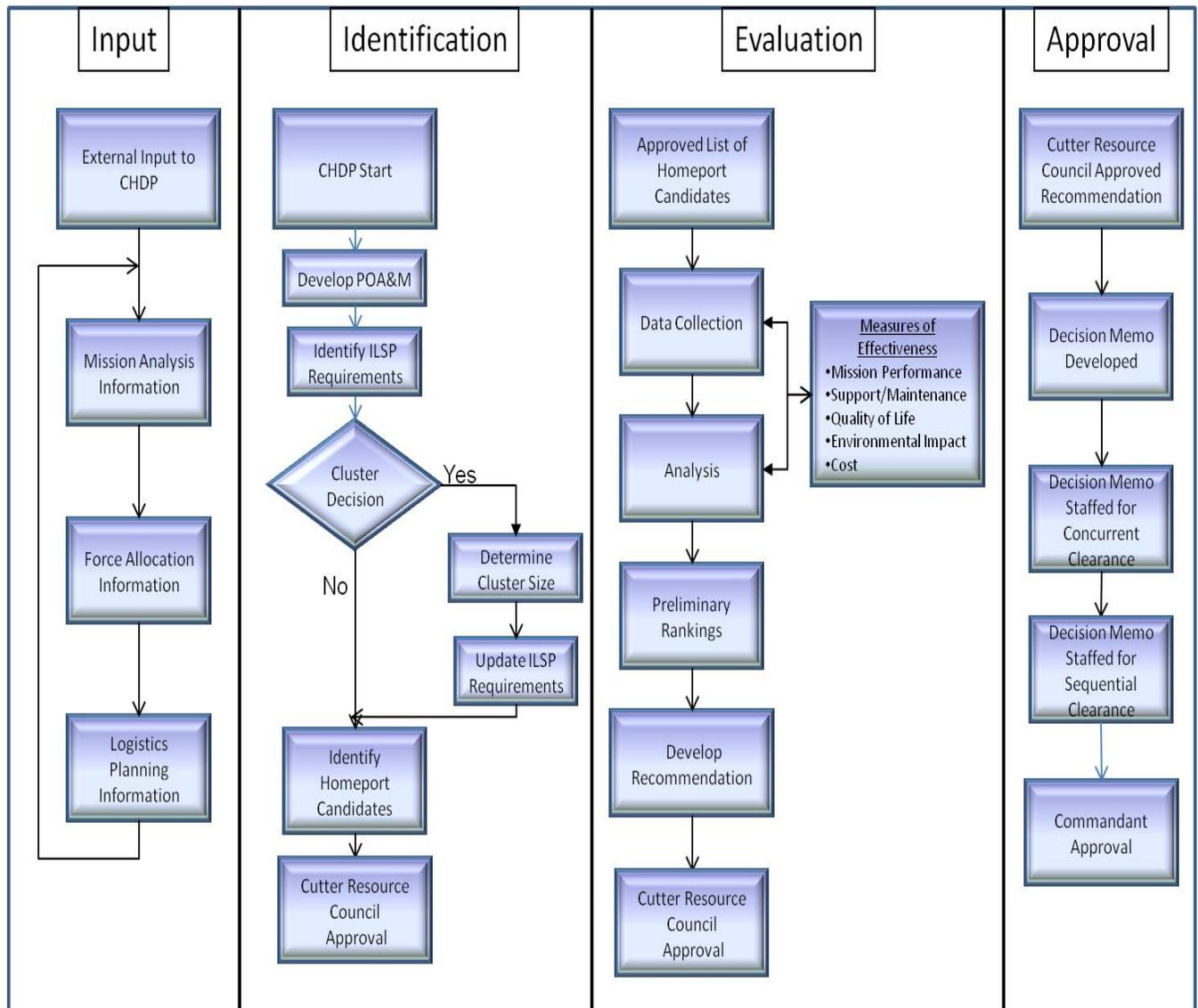


Figure 2-4 Cutter Homeport Decision Process Overview

### C. Input Phase.

1. Figure 2-5 shows the Input Phase activities, the major documents necessary to support the CHDP, and the offices responsible for those documents. Activities/documents may be based on evolving resource/mission requirements, a major acquisition of a new cutter class, or a request from an Area or District commander to relocate a cutter.

- a. Mission Analysis Information. Mission analysis is a continuous, iterative examination of assigned mission responsibilities to identify gaps in current and projected Coast Guard mission capabilities. The purpose of mission analysis is to assess the Coast Guard's ability to successfully carry out a specific mission in the future by analyzing current performance levels in contrast to mission goals. Mission analysis is documented in a Mission Analysis Report (MAR), and is informed by documents such as Fleet Mix Analyses (FMA), Mission Need Statements (MNS), and Concepts of Operations (CONOPS).

*NOTE: Commandant (CG-7) has developed a Requirements Generation and*

*Management Process (Reference (c)) for use in developing the Mission Needs Statement and Concept of Operations; contact Commandant (CG-771) for further information.*

- b. Force Allocation Information. Based upon the results of mission analyses, fleet assets are allocated to the various operational commanders.
  - c. Logistics Planning Information. An Integrated Logistics Support Plan (ILSP) identifies the maintenance personnel and facility requirements for vessels involved in homeport decisions, as well as the requirements for a support facility.
2. The CHDP uses the guidance and information in these documents throughout the process. Due to the extended time frame for completing the decision process, these documents may be updated one or more times between the start and finish of the CHDP.
  3. The output of this phase is a Commandant (CG-751) generated memo directing the Homeport Planning Team to conduct a homeport analysis and decision in support of a major acquisition or the relocation of an existing cutter. The memo may include information to focus efforts in order to manage limited planning resources.

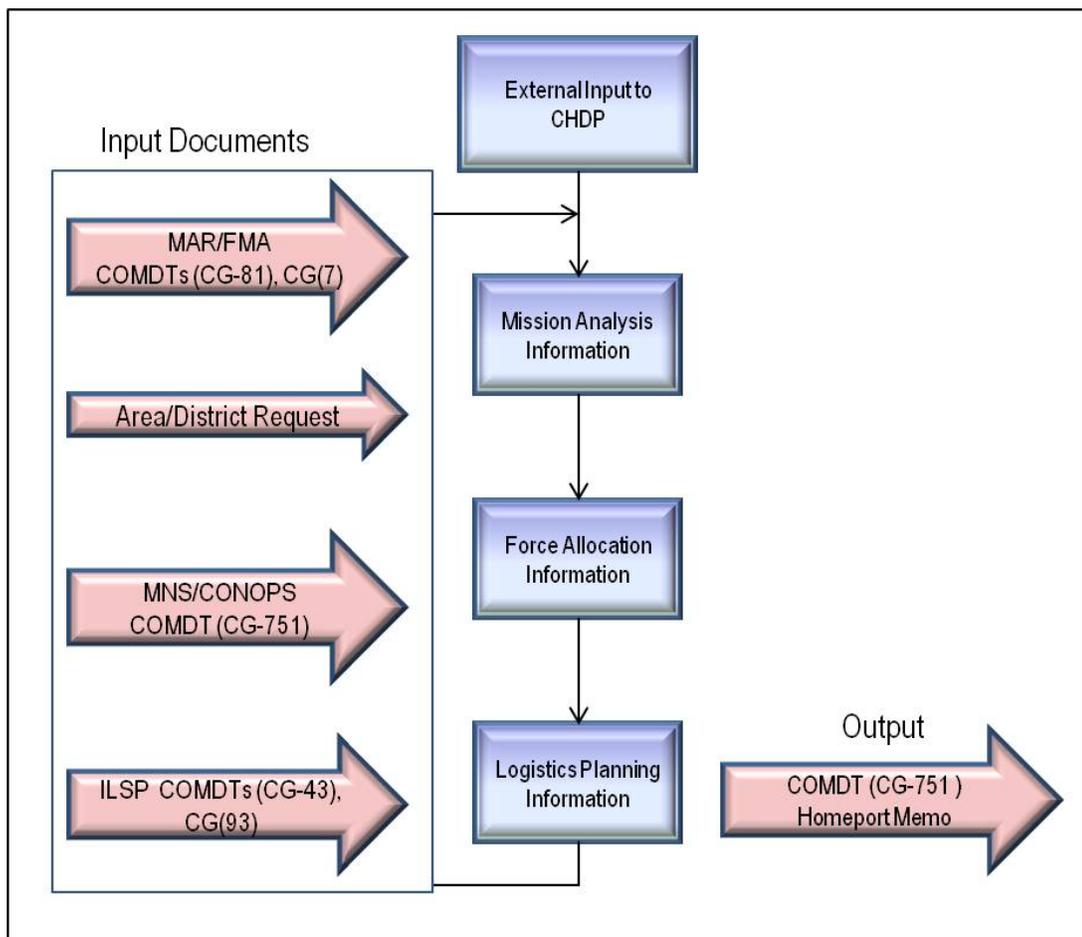


Figure 2-5 Input Phase

D. Identification Phase.

1. The focus of the Identification Phase is to identify operational requirements, establish planning factors and stakeholder criteria, and narrow the list of potential homeport alternatives to ensure that resources are not wasted researching and evaluating impractical alternatives. Figure 2-6 shows the activities in this phase of the CHDP. The following is a non-exhaustive list of items that trigger the CHDP:
  - a. Changes to the MAR or MNS that require shifting cutter homeports to accommodate changing demands and Coast Guard mission priorities.
  - b. A need to shift the homeport of an existing cutter due to deteriorating conditions in the current homeport.
  - c. Identification of cutter homeports to support a major system acquisition.
2. In response to these events, a Plan of Action and Milestones (POA&M) is developed for completing the Cutter Homeport Decision Process specific to the homeporting event. The POA&M should include the schedule of CHDP activities and milestones, the scope and extent of analyses required, and the weighting methodology applicable to the particular homeporting initiative.
  - a. The POA&M will be briefed to the CRC for approval.
  - b. The POA&M is a living document that will be updated as changing conditions dictate. All changes to the POA&M will be briefed to the CRC.
  - c. The POA&M will align with shore facility planning and project development policy and guidelines documented in Reference (d).
3. This phase will consider cutter clustering as part of the specific homeporting initiative.
  - a. Cluster Analysis. If cutter clustering is a likely homeport recommendation then an analysis is conducted to identify maintenance/support savings that may be achieved. This analysis considers the number of vessels to be clustered and the resulting ILSP requirements for support and logistics elements (e.g., Maintenance and Weapons augmentation teams (MWA) or Maintenance and Weapons detachments (MWD)).
  - b. Identify Potential Homeport Candidates. The purpose of this step is to narrow the number of candidate homeports under consideration to only those that can support the mission and operational requirements. Major considerations include: required depth alongside the pier, channel depth, bridge height, recurring dredging requirements, and support facility requirements in accordance with Reference (e). Identification of homeport candidates should include consideration of Department of Defense (DOD) or other government facilities.

*NOTE: The Coast Guard will consider U.S. Navy facilities in accordance with the guidance provided in Reference (f).*
4. The outputs of this phase include a request from Commandant (CG-7) to Commandant (CG-4) for a Cutter Homeport Feasibility Study for new cutters or DD1391 planning to relocate existing cutters.
  - a. Cutter Homeport Feasibility Study. An informal facilities planning document executed by the SILC that examines the potential options for homeporting a cutter(s)

at various sites. While a Feasibility Study often includes information similar to the DD1391 (Planning Proposal), it does not recommend a preferred alternative and does not provide a NEPA analysis. Feasibility Studies are typically executed to support decisions for homeporting new cutters, and they precede the formal DD1391 Facilities Planning Process. Execution of Feasibility Studies must be prioritized against all other Coast Guard planning priorities at the SILC’s Planning – Planned Obligation Prioritization (P-POP) Board as described in Reference (d).

- b. DD1391 Facilities Planning Process. The formal USCG facilities planning process which is modeled after the DD1391, Military Construction Form. The process includes multiple phases, occurs over several years, and is governed by Reference (d). Execution of DD1391 Planning must be prioritized at the SILC’s P-POP Board.

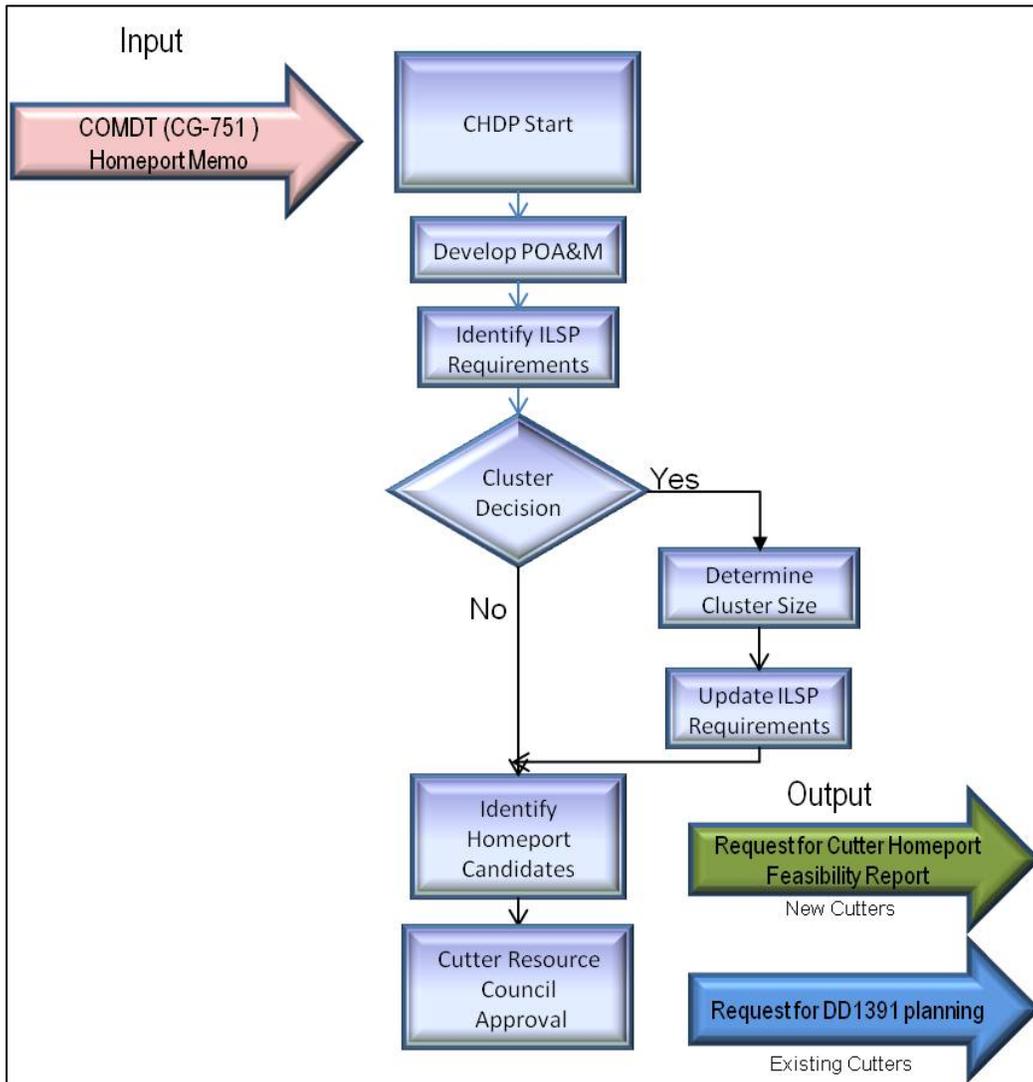


Figure 2-6 Identification Phase

E. Evaluation Phase.

1. The purpose of the evaluation phase is to collate and analyze data to provide quantitative, analytical, and logistical support to the homeport decision. The activities in this phase of the CHDP are shown in Figure 2-7.
2. Enclosure (1) is an example of a fictitious homeport decision process that provides additional details on the activities of this phase along with the analytical tools that support the CHDP.
3. The evaluation phase uses a flexible framework that supports the analysis of homeport options against the five standard MOEs for the CHDP.
4. The flexible framework consists of identifying the appropriate criteria for each MOE and determining the appropriate weight for each criterion. Each homeport decision may require adjustment to criteria and weighting. For example, a homeport decision for a patrol boat might not use “distance from homeport to the primary Area of Responsibility (AOR)” as a criterion as it is assumed the patrol boat will be homeported within its primary AOR. However, the distance and time expended at sea detail might be used as criteria for mission performance as they impact how quickly the patrol boat can arrive on scene for a Search and Rescue (SAR) case. Additionally, distance from homeport to normal operating areas within the AOR might be considered as a criterion given the importance of maximizing operational hours directly supporting mission execution.
5. The outputs for the evaluation phase include:
  - a. For existing cutters:
    - (1) A draft Decision Memo that identifies a preferred homeporting solution and includes the appropriate level of NEPA documentation for the operational decision, as required by Reference (g).
    - (2) A DD1391, in accordance with Reference (d), that provides a detailed, comprehensive business case analysis of alternatives and a recommendation.
    - (3) NEPA documentation, in accordance with Reference (g), to support the preferred homeporting solution.
  - b. For new cutters:
    - (1) A Facilities Feasibility Study executed by the SILC that examines potential options for homeporting a cutter(s) at various sites. The Homeport Planning Team will use this to support an eventual draft Decision Memo.
    - (2) NEPA documentation, in accordance with Reference (g), to support the preferred homeporting solution.
6. The output documents will be staffed to the appropriate authority for approval.
7. Commandant (CG-751) will manage the schedule of the CHDP to ensure timely development of documents in this phase to support planning and budget requirements in References (a), (d), and (h) (Figures 2-1 thru 2-3). Enclosure (2) is a sample tracking sheet that may assist in managing events within the CHDP.

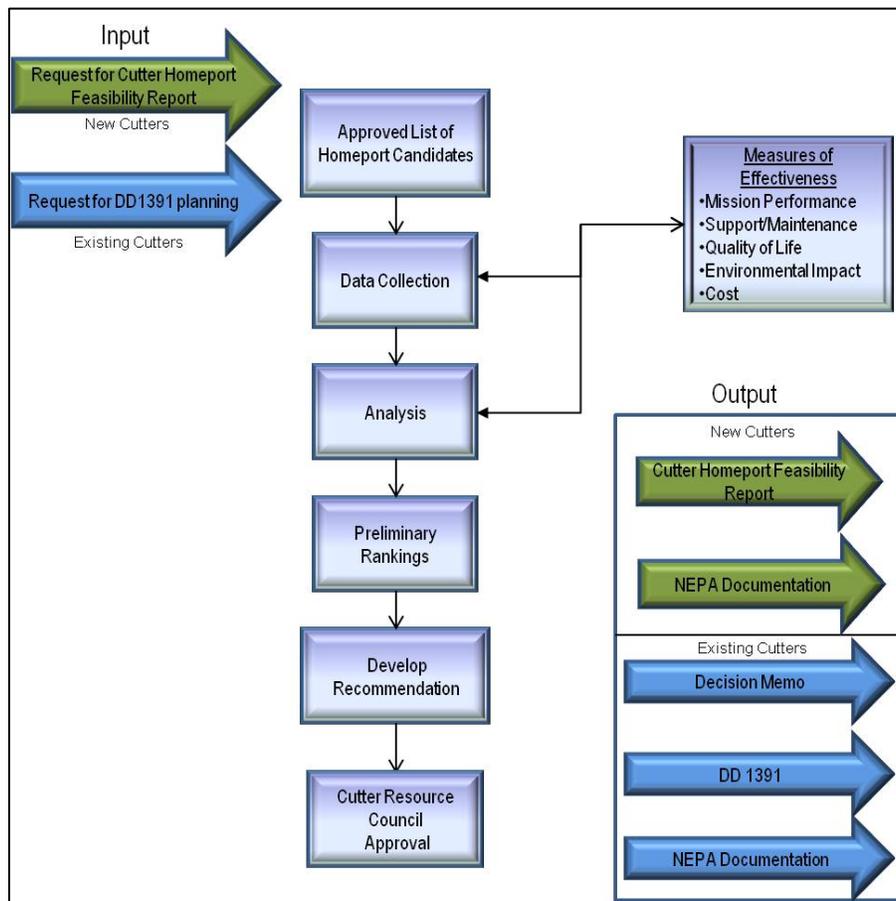


Figure 2-7 Evaluation Phase

#### F. Approval Phase.

1. The Approval Phase, shown in Figure 2-8, focuses on staffing the Decision Memo through the concurrent and sequential clearance processes for approval. Enclosure (3) provides an example Decision Memo.
2. The CHDP generates several documents that must be approved before they become actionable documents. These documents support the cutter homeport decision and additionally may serve as inputs to other processes including the Capital Investment Plan (CIP), Shore Facilities Requirement List (SFRL), and Major Acquisition Systems Infrastructure (MASI).
3. The Approval Phase normally lasts four to six months and includes staffing of documents for endorsement by the appropriate authorities before final approval by the Commandant. The POA&M developed during the input phase should ensure adequate staffing of documents so that final approval of homeport decisions supports the schedule requirements of References (a), (d), and (h) as shown in Figures 2-1 thru 2-3.

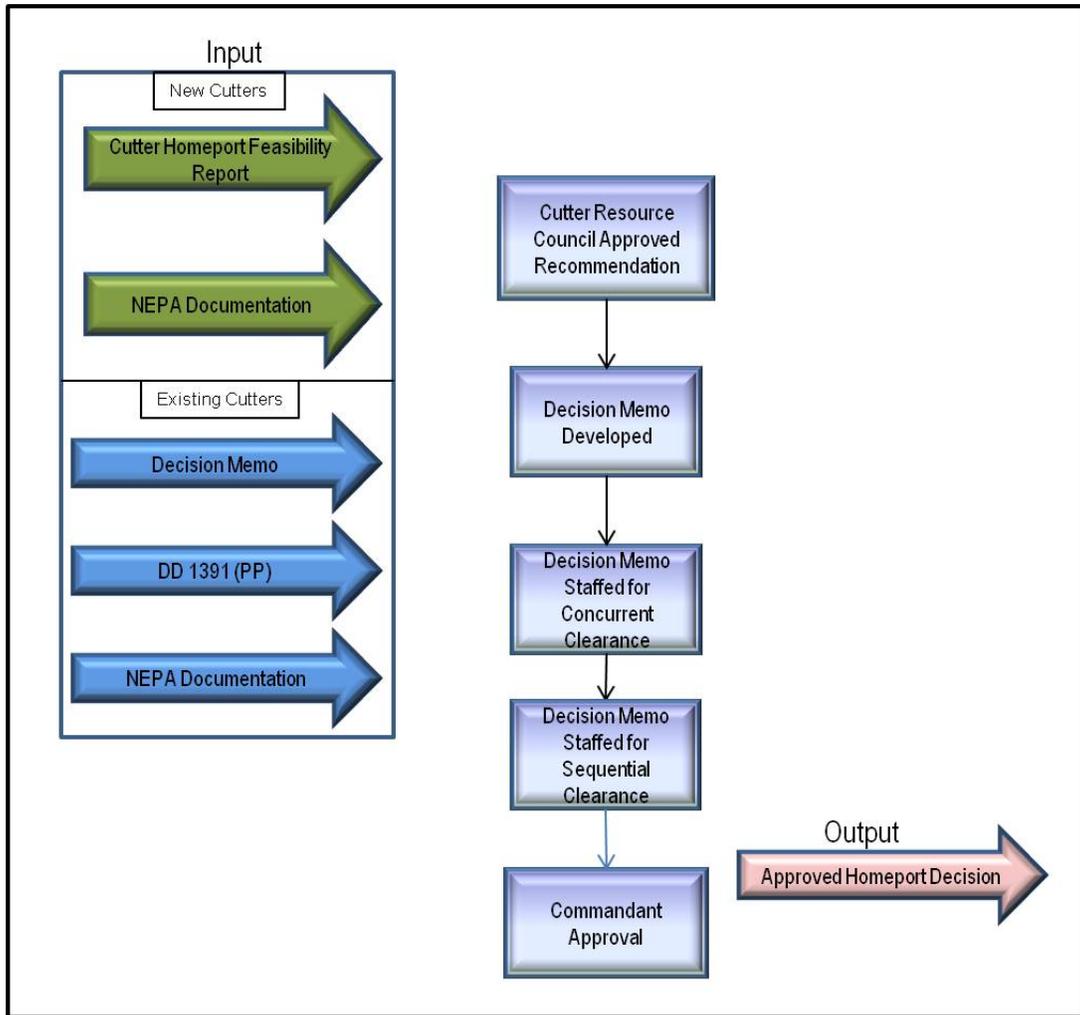


Figure 2-8 Approval Phase

## CHAPTER 3. ROLES AND RESPONSIBILITIES

### A. Introduction.

1. This Manual requires all Coast Guard organizations involved in cutter homeport decisions to adhere to the CHDP.
2. Section B of this chapter outlines the CHDP roles and responsibilities for designated Coast Guard organizations. Commandant (CG-751) is the Commandant (CG-7) designated lead for the Cutter Homeport Decision Process and is responsible for ensuring stakeholder awareness of pending cutter homeport decisions, and for monitoring and tracking CHDP activities. Enclosure (3) provides a sample tracking template to support the CHDP.
3. The roles and responsibilities listed in this Manual are not intended to conflict with the roles and responsibilities assigned within Reference (a), but provide specific guidance to the CHDP and support the Major System Acquisition Process. If conflicts between this Manual and Reference (a) are identified they should be reported to the CRC for resolution.

### B. Roles and Responsibilities by Organization

1. Director of Governmental & Public Affairs (CG-092)
  - a. Provide input to the CHDP concerning political considerations/impacts.
  - b. Make congressional notifications regarding homeport decisions.
2. Assistant Commandant for Human Resources (CG-1)
  - a. Provide input to the development and evaluation of criteria for the Quality of Life MOE.
  - b. Support development of personnel costs for homeport options.
3. Assistant Commandant for Engineering and Logistics (CG-4)
  - a. Execute DD1391 Facilities Planning and Project Development in accordance with Reference (d).
  - b. Conduct appropriate studies in support of the CHDP.
  - c. Provide input to the development and evaluation of criteria for the Support and Maintenance and environmental impact MOEs.
  - d. Establish configuration standards for waterfront structures and buildings.

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- e. Support Commandant (CG-9) efforts to develop the ILSP for cutters associated with major system acquisitions.
  - f. Review and provide input to NEPA documentation/reports.
  - g. Execute the Major Shore AC&I Program and the Minor Construction Program.
4. Assistant Commandant for Prevention Policy (CG-5P)
- a. Provide relevant data to support the identification and evaluation of homeport options.
  - b. Provide input to the development and evaluation of criteria for the Mission Performance MOE.
5. Assistant Commandant for Response Policy (CG-5R)
- a. Provide relevant data to support the identification and evaluation of homeport options.
  - b. Provide input to the development and evaluation of criteria for the Mission Performance MOE.
  - c. Support identification and evaluation of DoD facilities as cutter homeport options.
6. Assistant Commandant for Command, Control, Communications, Computers & Information Technology (CG-6)
- a. Provide input to the development and evaluation of criteria for the Support and Maintenance MOE.
  - b. Support Commandant (CG-9) efforts to develop the ILSP for cutters associated with major system acquisitions.
7. Assistant Commandant for Capability (CG-7)
- a. Establish and manage the Cutter Resource Council.
  - b. Initiate and track the Cutter Homeport Decision Process.
  - c. Coordinate the CHDP timeline with Commandant (CG-9) as it relates to the Major System Acquisition Process.
  - d. Coordinate with Commandant (CG-8) to ensure the CHDP timeline supports USCG and DHS budgetary requirements.
  - e. Coordinate with Commandant (CG-47) to meet NEPA requirements.
  - f. Develop cutter homeport Decision Memorandum.

- g. Develop appropriate Resource Proposals.
  - h. Prepare Office of Management and Budget (OMB) Exhibit 300 for new acquisitions.
  - i. Coordinate regular meetings to discuss and track homeport initiatives and keep all stakeholders informed.
  - j. Maintain the CHDP Manual.
8. Assistant Commandant for Resources (CG-8)
- a. Coordinate with Commandant (CG-7) to ensure CHDP timeline supports USCG and DHS budgetary requirements.
  - b. Provide input to the development and evaluation of criteria for the Cost MOE.
  - c. Provide support to Commandant (CG-7) for the development of Resource Proposals and OMB Exhibit 300.
9. Assistant Commandant for Acquisition (CG-9)
- a. Endorse the cutter homeport decision memorandum.
  - b. Develop ILSP for cutters associated with major system acquisitions.
  - c. Coordinate with Commandant (CG-7) to ensure schedule alignment of CHDP and timelines to support budgetary requirements.
  - d. Coordinate with Commandant (CG-7) to ensure alignment of CHDP with Major System Acquisition Process.
  - e. Coordinate MASI budget requests and execution of MASI construction projects by Commandant (CG-43) and SILC.
10. Director of Operational Logistics (DOL)
- a. Provide input to the development of criteria for the Support and Maintenance MOE.
  - b. Support Commandant (CG-9) efforts to develop the ILSP for cutters associated with major system acquisitions.



## **LIST OF ACRONYMS**

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<b><u>Term</u></b>	<b><u>Description</u></b>
<b>AC&amp;I</b>	Acquisition, Construction, and Improvement
<b>AMIO</b>	Alien Migrant Interdiction Operations
<b>AOR</b>	Area of Responsibility
<b>AT/FP</b>	Anti-terrorism/Force Protection
<b>BAH</b>	Basic Allowance for Housing
<b>CCAMP</b>	Cutter Capital Asset Management Plan
<b>CD</b>	Counter Drug
<b>CEU</b>	Civil Engineering Unit
<b>CG</b>	Coast Guard
<b>COMDT (CG-092)</b>	Director of Governmental and Public Affairs
<b>COMDT (CG-0921)</b>	Office of Congressional Affairs
<b>COMDT (CG-1)</b>	Assistant Commandant for Human Resources
<b>COMDT (CG-111)</b>	Office of Work Life
<b>COMDT (CG-112)</b>	Office of Health Services
<b>COMDT (CG-1333)</b>	Office of Military Personnel, Housing Division
<b>COMDT (CG-1B3)</b>	Office of Human Systems Integration for Acquisitions
<b>COMDT (CG-4)</b>	Assistant Commandant for Engineering and Logistics
<b>COMDT (CG-43)</b>	Office of Civil Engineering
<b>COMDT (CG-45)</b>	Office of Naval Engineering
<b>COMDT (CG-47)</b>	Office of Environmental Management
<b>COMDT (CG-5P)</b>	Assistant Commandant for Prevention Policy
<b>COMDT (CG-5R)</b>	Assistant Commandant for Response Policy
<b>COMDT (CG-6)</b>	Assistant Commandant for Command, Control, Communications, Computers & Information Technology
<b>COMDT (CG-612)</b>	Directives and Publications Division
<b>COMDT (CG-64)</b>	Office of Enterprise Infrastructure Management
<b>COMDT (CG-7)</b>	Assistant Commandant for Capability
<b>COMDT (CG-751)</b>	Office of Cutter Forces

<b><u>Term</u></b>	<b><u>Description</u></b>
<b>COMDT (CG-771)</b>	Office of Requirements and Analysis
<b>COMDT (CG-8)</b>	Assistant Commandant for Resources
<b>COMDT (CG-81)</b>	Office of Planning and Performance
<b>COMDT (CG-82)</b>	Office of Budget and Programs
<b>COMDT (CG-9)</b>	Assistant Commandant for Acquisition
<b>COMDT (CG-932)</b>	Acquisition Program Manager, Surface
<b>COMDT (CG-DCMS-34)</b>	Office of Security Policy and Management
<b>COMDT (CG-DCMS-82)</b>	Office of Planning and Programming
<b>COMDT (CG-DCO-82)</b>	Office of Budget Development
<b>COMDT (CG-NAV)</b>	Office of Navigation Systems
<b>COMDT (CG-WWM)</b>	Office of Waterways Policies & Ocean Policy
<b>CHDP</b>	Cutter Homeport Decision Process
<b>CIP</b>	Capital Investment Plan
<b>COLA</b>	Cost of Living Allowance
<b>CONOPS</b>	Concept of Operations
<b>CRC</b>	Cutter Resource Council
<b>DAFHP</b>	Days Away from Homeport
<b>DCMS</b>	Deputy Commandant for Mission Support
<b>DCO</b>	Deputy Commandant for Operations
<b>DOD</b>	Department of Defense
<b>DOL</b>	Director of Logistics
<b>DOL-3</b>	Office of Base Operations
<b>ESD</b>	Electronic Support Detachment
<b>ESU</b>	Electronic Support Unit
<b>FDCC</b>	Facilities Design and Construction Center
<b>FMA</b>	Fleet Mix Analysis
<b>FORCECOM</b>	Coast Guard Force Readiness Command
<b>FPCON</b>	Force Protection Condition
<b>FRMM</b>	Financial Resource Management Manual

<b><u>Term</u></b>	<b><u>Description</u></b>
<b>ILSP</b>	Integrated Logistics Support Plan
<b>ISC</b>	Integrated Support Command
<b>LANT-37CF</b>	Atlantic Area Cutter Forces Office
<b>LMR</b>	Living Marine Resources
<b>MAR</b>	Mission Analysis Report
<b>MASI</b>	Major Acquisition Systems Infrastructure
<b>MNS</b>	Mission Needs Statement
<b>MOE</b>	Measure of Effectiveness
<b>MSAM</b>	Major Systems Acquisition Manual
<b>MWA</b>	Maintenance and Weapons Augmentation Team
<b>MWD</b>	Maintenance and Weapons Detachment
<b>NARA</b>	National Archives and Records Administration
<b>NEPA</b>	National Environmental Policy Act
<b>NESU</b>	Naval Engineering Support Unit
<b>NM</b>	Nautical Mile
<b>OLSP</b>	Operational Logistics Support Plan
<b>OMB</b>	Office of Management and Budget
<b>OPD</b>	Operational Planning Direction
<b>OPAREA</b>	Operational Area
<b>PAC-37CF</b>	Pacific Area Cutter Forces Office
<b>PCS</b>	Permanent Change of Station
<b>POA&amp;M</b>	Plan of Action and Milestones
<b>P-POP</b>	Planned Obligation Prioritization Board
<b>PX</b>	Post Exchange
<b>QOL</b>	Quality of Life

<b><u>Term</u></b>	<b><u>Description</u></b>
<b>SAR</b>	Search and Rescue
<b>SFLC</b>	Surface Forces Logistics Center
<b>SFRL</b>	Shore Facilities Requirements List
<b>SILC</b>	Shore Infrastructure Logistics Center
<b>SIMA</b>	Ship Intermediate Maintenance Activity
<b>SPD</b>	Strategic Planning Direction
<b>TAD</b>	Temporary Additional Duty
<b>TSTA</b>	Tailored Ship's Training Availability
<b>USCG</b>	United States Coast Guard
<b>USN</b>	United States Navy
<b>WHEC</b>	High Endurance Cutter
<b>WMEC</b>	Medium Endurance Cutter

## EXAMPLE - CUTTER HOMEPORT DECISION PROCESS

### A. Overview.

1. This enclosure provides a detailed description of the data collection and analytical activities conducted during the first three phases of the CHDP (Input, Identification, and Evaluation). Figure E1-1 below depicts the activities in these phases, which consist of data collection, high-level qualitative tasks and decisions, and detailed quantitative analysis.

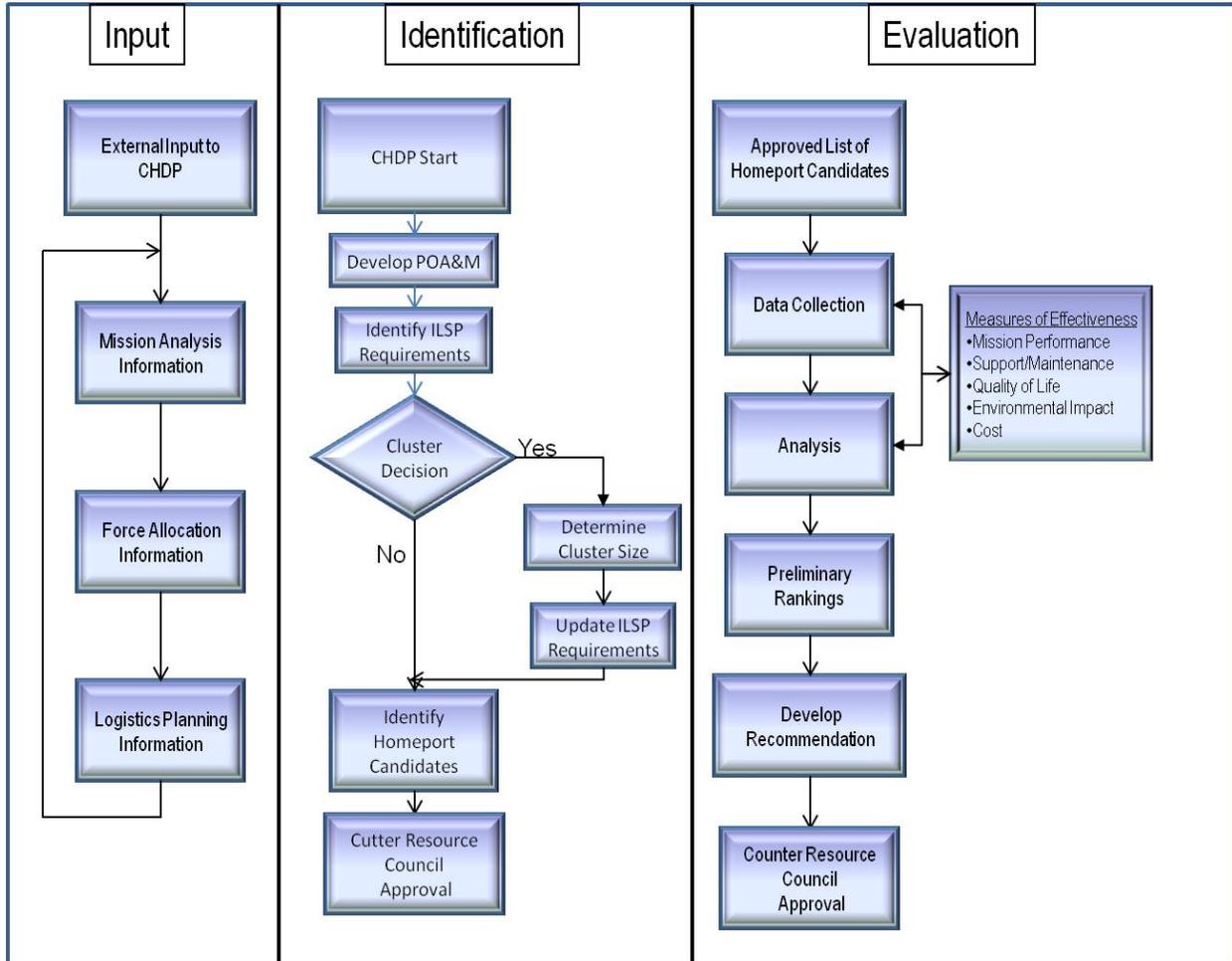


Figure E1-1 CHDP without Approval Phase

2. This enclosure discusses, in detail, each activity listed within the Input, Identification, and Evaluation phases. The activities shown in Figure E1-1 enable the Homeport Planning Team to make executable cutter homeport recommendations that optimize mission effectiveness, maintenance and support capabilities, quality of life, environmental impact, and cost.
3. The number of cutters and complexity of the homeport initiative determine the scope and time required for the CHDP. For example, the relocation of one cutter may require less analysis and time than the identification of homeports for an entire new cutter class.

4. This enclosure provides examples to illustrate the homeport planning activities that lead to a cutter homeport recommendation. The numerical values used in the tables are for instruction only and do not represent actual values to be used in any future analysis. The specific criteria, values, and weighting used in the CHDP are determined by the Homeport Planning Team, and approved by the CRC, in order to support the specific homeport decision initiative.

B. Input. The focus of the input phase is to identify and obtain overarching source information that drives the requirement for a cutter homeport decision. The source information is developed and maintained as part of larger Coast Guard business processes. The specific information identified in this phase includes mission analysis information, force allocation information, and logistics planning information.

1. Mission Analysis Information.

- a. Mission analysis information describes operational requirements and mission objectives/performance standards that are consistent with current program descriptions and directions.
- b. Mission analysis information creates or sustains the need for operational assets and supports the alignment of operational assets to the Operational Area (OPAREA)/AOR(s).
- c. Mission analysis information includes but is not limited to:
  - (1) Mission Analysis Reports (MAR)
  - (2) Mission Needs Statements (MNS)
  - (3) Concepts of Operations (CONOPS)
- d. Normally, the development of the mission analysis information is completed prior to the commencement of activities to analyze and identify cutter homeport options. Mission analysis information combined with force allocation and logistics planning information identifies a mission performance gap that supports the need to acquire new cutters or can be mitigated by relocating existing cutters.
- e. When conducting the CHDP to support relocating an existing cutter, the Homeport Planning Team uses existing, relevant mission analysis documents to support activities in the identification and evaluation phases.
- f. References (a), (c), and (i) govern the development of MAR, MNS, and CONOPS in support of the major system acquisition process.

2. Force Allocation Information.

- a. In conjunction with mission analysis information, force allocation information enables the planning team to identify the cutter's OPAREA/AORs, and facilitates identification of homeport candidates.

- b. Force allocation information includes but is not limited to:
  - (1) Strategic Planning Direction (SPD)
  - (2) Area Operational Planning Direction (OPD)
  - (3) District Operational Planning Direction
  - (4) Fleet mix studies
- c. The exact force allocation information necessary to support the CHDP depends on the scope and complexity of the cutter homeport initiative. For example, the relocation of a patrol boat within a District may require only a single District OPD document whereas the cutter homeport decision supporting acquisition of an entire new cutter class would require all the above documents.

3. Logistics Planning Information.

- a. Logistics planning information provides the planning team with the maintenance and support requirements of the cutter and enables the planning team to evaluate the homeport options against those requirements.
- b. Logistics planning information includes but is not limited to:
  - (1) Operational Logistics Support Plan (OLSP)
  - (2) Integrated Logistics Support Plan (ILSP)
- c. These documents identify the program maintenance needed to support the vessel as well as the MWA/MWD personnel, facility requirements, and basic vessel characteristics (e.g., length, draft, and beam). This information combined with the mission analysis and force allocation information is used to identify homeport candidates as well as any non-recurring construction requirements. The above information also assists in the identification of potential efficiencies that may result from cutter clustering.
- d. When the cutter homeport decision involves relocation of cutters, Commandant (CG-4) provides existing logistic planning documents. For cutter homeport decisions involving new cutter acquisitions, logistic planning documents are developed as part of the acquisition process in accordance with Reference (a).

C. Identification. The primary focus of this phase is to identify a list of homeports for further analysis to provide quantitative, logical information to Coast Guard leadership in support of the cutter homeport decision. The specific activities in this phase include development of a POA&M, identification of ILSP requirements, a cluster decision, identification of MWA/MWD requirements (if applicable), identification of cluster size (if applicable), and development of homeport options.

1. POA&M Development.

Enclosure (1) to COMDTINST M3111.1

- a. The POA&M is developed by the Homeport Planning Team and briefed to the CRC for approval.
  - b. The POA&M identifies all the required analysis and steps for completing the decision process as well as the applicable criteria and weighting methodology for the particular homeporting initiative.
  - c. Criteria and weights are not the same for every homeport initiative and are developed by the Homeport Planning Team to ensure a comprehensive analysis and that the methodology is appropriate for the initiative.
2. Identify ILSP Requirements.
- a. The ILSP documents facility requirements and capabilities for all waterfront and shoreside facilities necessary to support the cutter.
  - b. Facility requirements and capabilities are used to support the cluster decision and to establish a baseline facility need. The shoreside facilities baseline is evaluated to support identification of homeport candidates for further evaluation.
3. Cluster Decision.
- a. There are potential “economies of scale” efficiencies to be gained from clustering multiple vessels in a homeport as compared to dispersing individual assets to multiple homeports. The Homeport Planning Team will balance these efficiencies with operational requirements (e.g., homeport distance to primary AOR, SAR coverage requirements, proximity to aids to be serviced) and provide thresholds that may impact the clustering decision and limit homeport location options.
  - b. A clustering decision is normally needed when determining homeports for a new class of vessel or when conducting a comprehensive homeport study. If the Homeport Planning Team decides or is directed to explore cutter clustering as a possible homeport option, the following activities are required and should be conducted in accordance with References (d) and (e):
    - (1) Identification of MWA/MWD requirements – The MWA/MWD personnel and facilities requirements will impact available homeport options.
    - (2) Identification of cluster size – The optimal cluster size based on maintenance philosophies is critical to the identification of homeport options.
4. Development of Homeport Options.
- a. Using mission analysis, force allocation, and logistics planning information, as well as any additional guidance that may be provided by Commandant (CG-751), the Homeport Planning Team focuses efforts to a reasonable number of homeports to develop the list of homeport candidates for further evaluation.
  - b. Some of the additional guidance that may be provided includes:

- (1) Minimum mooring space requirement
  - (2) Minimum channel depth
  - (3) Minimum depth and maneuvering room at the dock
  - (4) Minimum bridge clearance and drawbridge availability
  - (5) Guidance to consider only government owned facilities
5. Outputs. The outputs of this phase include a request from Commandant (CG-7) to Commandant (CG-4) for a Cutter Homeport Feasibility Study Report for new cutters or DD1391 planning to relocate existing cutters. Overall, this phase:
- a. Identifies candidate homeports.
  - b. Identifies available analysis data and makes recommendations for developing data necessary to properly evaluate the potential candidates in the next phase.
  - c. Supports the shore facilities planning and project development process described in Reference (d).

D. Evaluation. This phase represents the detailed analysis associated with the CHDP that provides a quantitative, logical assessment of cutter homeport options. This assessment provides valuable information to assist Coast Guard leadership in making cutter homeport decisions. The specific activities in this phase include data collection, analysis, preliminary ranking of homeport options, and development of cutter homeport recommendations.

1. Data Collection.

- a. The required criteria and data to support evaluation for homeport options vary depending upon the homeport initiative. The data comes from various sources and must be developed for each candidate in order to support the evaluation of the homeport decision. The five standard MOEs for evaluating candidate homeports are listed below, and Table E1-1 shows an example of criteria to support each MOE.
  - (1) Mission Performance
  - (2) Support and Maintenance
  - (3) Quality of Life
  - (4) Environmental Impact
  - (5) Costs
- b. The Homeport Planning Team assigns relative values to the criteria and MOEs to facilitate analysis of alternatives in order to develop a quantitative ranking for each

Enclosure (1) to COMDTINST M3111.1

homeport option. The quantitative ranking is not a definitive homeport solution but provides information to support the homeport decision.

Data Item	Sources	Impact
<b>Mission Performance</b>		
<ul style="list-style-type: none"> <li>• Distance to primary AOR/OPAREA</li> <li>• Distance at Sea Detail</li> <li>• Average Maximum Deviation from Trackline</li> </ul>	<ul style="list-style-type: none"> <li>• Nautical Charts</li> </ul>	<ul style="list-style-type: none"> <li>• Transits reduce Mission Days, increase costs</li> <li>• Crew safety, fatigue</li> <li>• Potential grounding, restricted maneuverability</li> </ul>
<ul style="list-style-type: none"> <li>• Harbor/Basin Room for Maneuvering</li> </ul>	<ul style="list-style-type: none"> <li>• Nautical Charts</li> <li>• U.S. Coast Pilot</li> </ul>	<ul style="list-style-type: none"> <li>• Need for safe, expeditious ingress, egress</li> </ul>
<ul style="list-style-type: none"> <li>• Risk/Limitations-Traffic, Fog, Etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Vessel Traffic System</li> <li>• National Data Buoy Center</li> <li>• U.S. Coast Pilot</li> <li>• Port Webpage</li> </ul>	<ul style="list-style-type: none"> <li>• Need for safe, expeditious ingress, egress</li> </ul>
<ul style="list-style-type: none"> <li>• Proximity to “C” schools CG &amp; Navy</li> </ul>	<ul style="list-style-type: none"> <li>• COMDT (CG-751), FORCECOM (FC-51)</li> </ul>	<ul style="list-style-type: none"> <li>• Reduces TAD travel, per diem costs.</li> </ul>
<ul style="list-style-type: none"> <li>• Compliance with AT/FP Standards</li> </ul>	<ul style="list-style-type: none"> <li>• Physical Security and Force Protection Program , COMDTINST M5530.1 (series)</li> </ul>	<ul style="list-style-type: none"> <li>• Need for port security for vessel/crew protection</li> </ul>
<b>Support/Maintenance</b>		
<ul style="list-style-type: none"> <li>• Mooring Facilities                             <ul style="list-style-type: none"> <li>○ Dock Fees</li> <li>○ Existing Space and Growth Potential</li> <li>○ Cost per foot</li> <li>○ Space Availability</li> <li>○ Crane and Materials Handling</li> <li>○ Fuel Availability</li> <li>○ Hotel services</li> <li>○ Dredging</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• U.S. Coast Pilot</li> <li>• Homeport Webpage</li> <li>• Town Planners</li> <li>• Flexibility, Changing Requirements</li> <li>• Servicing Civil Engineering Unit (CEU)</li> <li>• Nautical Charts and Army Corps of Engineers</li> </ul>	<ul style="list-style-type: none"> <li>• Life cycle costs</li> <li>• Flexibility, changing requirements</li> <li>• Costs</li> <li>• Flexibility, MWA/MWD size, clustering</li> <li>• Ship loadout, Mast antenna maintenance</li> <li>• DAFHP</li> <li>• Shipboard cleanliness, crew comfort</li> <li>• Cost and maneuverability</li> </ul>
<ul style="list-style-type: none"> <li>• Shoreside Facilities                             <ul style="list-style-type: none"> <li>○ Available Parking/Expansion Potential</li> <li>○ Available on-site storage</li> <li>○ Area Security-Fences, Security Patrols Etc.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• U.S. Coast Pilot</li> <li>• Port Webpage</li> <li>• Town Planners</li> <li>• Harbormaster</li> <li>• CEU</li> </ul>	<ul style="list-style-type: none"> <li>• Crew, MWA/MWD convenience</li> <li>• Shipstores, spare parts, MWA/MWD shops</li> <li>• Ship and crew physical safety</li> </ul>
<ul style="list-style-type: none"> <li>• Shore Facilities Requirements List (not applicable to new acquisition homeporting initiatives)</li> </ul>	<ul style="list-style-type: none"> <li>• COMDT (CG-82)</li> </ul>	<ul style="list-style-type: none"> <li>• Funds available for construction, refurbishment</li> </ul>
<ul style="list-style-type: none"> <li>• MWA/MWD Building Space Requirements</li> <li>• ESU/ESD Building Space Requirements</li> <li>• Cutter storage (receive/store parts)</li> </ul>	<ul style="list-style-type: none"> <li>• COMDTs (CG-43) and (CG-45)</li> <li>• COMDT (CG-64)</li> </ul>	<ul style="list-style-type: none"> <li>• Offices, shops, necessary to support ship</li> </ul>
<ul style="list-style-type: none"> <li>• Maintenance/Logistic Support                             <ul style="list-style-type: none"> <li>○ Navy/Commercial Shipyard</li> <li>○ Crane Service</li> <li>○ Fire Department</li> <li>○ Post Services</li> <li>○ Distance to Commercial Airport</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• COMDT (CG-4)</li> <li>• Base</li> <li>• Port Planners</li> <li>• Port Authority</li> </ul>	<ul style="list-style-type: none"> <li>• Conduct Maintenance w/o transit, DAFHP</li> <li>• Load Stores, Maintenance</li> <li>• Safety</li> <li>• Morale, welfare</li> <li>• Convenience, logistics</li> </ul>
<ul style="list-style-type: none"> <li>• Potential Clustering Capacity</li> </ul>	<ul style="list-style-type: none"> <li>• Based upon Infrastructure expansion potential</li> </ul>	<ul style="list-style-type: none"> <li>• Isolated platforms are difficult and expensive to maintain</li> </ul>

Table E1-1 Suggested Homeport Data and Sources

<b>Quality of Life</b>		
<ul style="list-style-type: none"> <li>• Housing Availability and Cost</li> <li>• Government Housing Availability</li> <li>• Commute Distances</li> <li>• School Quality                             <ul style="list-style-type: none"> <li>○ Established educational ranking,</li> <li>○ Standardized Test Scores, etc.</li> </ul> </li> <li>• Medical Facilities – CG and DOD</li> <li>• Crime</li> <li>• Costs of Living</li> <li>• Family Employment Opportunities</li> <li>• Public Transportation</li> <li>• PX or Commissary</li> <li>• Recreational Opportunities</li> <li>• Higher Educational Institutions</li> <li>• Back-to Back Tours/Co-location                             <ul style="list-style-type: none"> <li>○ Billets within 50 miles</li> <li>○ Enlisted Ashore/Afloat ratio</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Navy Relocation Database</li> <li>• Local Realtors</li> <li>• Regional Economic Organizations                             <ul style="list-style-type: none"> <li>○ Better Business Bureau</li> <li>○ Chamber of Commerce</li> </ul> </li> <li>• Census Bureau</li> <li>• Department of Education</li> <li>• Regional/Local Tourist Agencies</li> <li>• Health, Safety, Worklife Staff</li> <li>• Local Government</li> </ul>	<ul style="list-style-type: none"> <li>• Potential hardship for junior enlisted</li> <li>• Costs, time away from home</li> <li>• Important to families</li> <li>• Reduce medical costs, increase comfort level</li> <li>• Safety, insurance costs</li> <li>• Potential hardship for junior enlisted</li> <li>• Additional income</li> <li>• Costs, convenience</li> <li>• Provide savings</li> <li>• Enhance off-duty leisure</li> <li>• Opportunity to obtain advanced degrees</li> <li>• Reduce PCS costs to CG. Reduce costs to individual</li> </ul>
<b>Environmental Impact</b>		
<ul style="list-style-type: none"> <li>• Public Health &amp; Safety</li> <li>• Controversial Effects on Environment</li> <li>• Unique Characteristic</li> <li>• Uncertain Human Environmental Risk</li> <li>• Set Precedent for future consideration</li> <li>• Cumulative Significance</li> <li>• National Registrar of Historic Places</li> <li>• Species/Habitat Protection</li> <li>• Potential or threatened violation</li> <li>• Other impacts</li> </ul>	<ul style="list-style-type: none"> <li>• NEPA Documents</li> <li>• State Historic Preservation Offices</li> <li>• USCG Environment Staff-HQ, SFLC</li> <li>• Environmental Protection Agency</li> <li>• Port Planners</li> <li>• Army Corps of Engineers</li> <li>• Fish and Wildlife Service and National Marine Fisheries Service</li> <li>• Local Government</li> <li>• National Register of Historical Places</li> <li>• National Historic Societies</li> <li>• Local Historical Societies</li> <li>• Base</li> </ul>	<ul style="list-style-type: none"> <li>• Restricts expansion and development</li> <li>• Operability</li> <li>• Costs</li> <li>• QOL</li> </ul>
<b>Costs</b>		
<ul style="list-style-type: none"> <li>• Facilities Costs                             <ul style="list-style-type: none"> <li>○ Non-recurring Costs:                                     <ul style="list-style-type: none"> <li>▪ Design</li> <li>▪ MWA/MWD Building</li> <li>▪ Administrative Building</li> <li>▪ Storage facilities</li> <li>▪ Pier</li> <li>▪ Housing</li> <li>▪ Shore Ties: Water, Sewage, Electrical, Telecom, etc.</li> <li>▪ Roads/Parking</li> <li>▪ Dredging</li> </ul> </li> <li>○ Recurring Costs:                                     <ul style="list-style-type: none"> <li>▪ Leases</li> <li>▪ Maintenance</li> <li>▪ Dredging</li> <li>▪ Utilities &amp; Services</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Shore Infrastructure Logistics Center</li> </ul>	<ul style="list-style-type: none"> <li>• Determine the AC&amp;I Construction costs required to locate vessels at a particular facility. The goal being to minimize life cycle costs for shore facilities. Encourages utilization of current infrastructure and divestiture of resources no longer needed.</li> </ul>
<ul style="list-style-type: none"> <li>• Personnel Costs                             <ul style="list-style-type: none"> <li>○ Numbers required                                     <ul style="list-style-type: none"> <li>▪ Crew</li> <li>▪ MWA/MWD</li> </ul> </li> <li>○ COLA differences</li> <li>○ BAH</li> <li>○ PCS Costs</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• COMDT (CG-8),</li> <li>• COMDT (CG-1B3)</li> <li>• Logistic Support Plans</li> </ul>	<ul style="list-style-type: none"> <li>• Determine the differences in numbers of personnel required and related costs.</li> </ul>

Table E1-1 Suggested Homeport Data and Sources (continued)

2. Analysis.

- a. This phase consists of conducting detailed quantitative analysis for each of the five MOEs.
- b. The quantitative analysis for each MOE can be conducted sequentially or simultaneously. The evaluation process develops quantitative scores by establishing specific scoring criteria based on the important considerations within each MOE. This section provides an example analysis for each MOE. Figure E1-2 shows the five MOEs and the weight of the four non-cost MOEs for the example used in this enclosure. The Homeport Planning Team will establish a ranking for the homeport options based on the evaluation of the 4 non-cost MOEs and then evaluate the non-cost MOE results for each homeport options against the cost of each option to develop the recommended option that provides the best value to the Coast Guard.
- c. The example evaluation process described in this section uses example values that are used to rank each homeport option based on the weight and relative significance of each MOE and any sub-measures. The Homeport Planning Team determines all weights during the Input phase. These values reflect the significance of each MOE for the particular study being conducted.

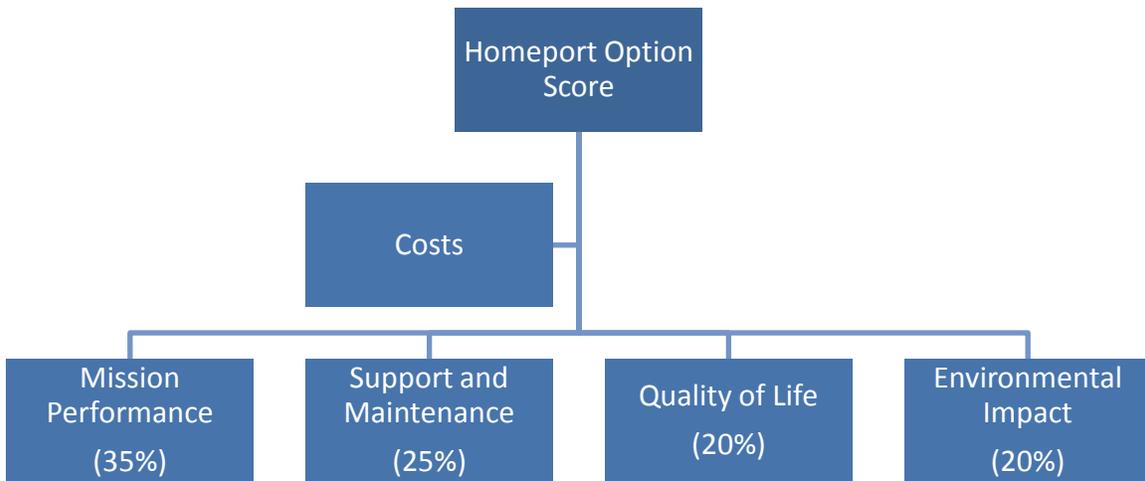


Figure E1-2. Homeport Analysis Breakdown and Weighting

d. Mission Performance.

(1) A mission performance analysis is conducted to determine which location is the most operationally effective. To accomplish this objective, the Homeport Planning Team must establish unique mission-related criteria and scoring criteria. The criteria selection should consider the platform type, the mission type, and the projected mission demand for each location. For this example the mission performance criteria are:

- (a) Mission Effectiveness. This criterion captures those items that may negatively impact the cutters being on station in the primary AOR in support

of assigned missions. The example in this enclosure uses two sub-measures: mission days available and distance from homeport to primary AOR.

- (i) Mission days available are those days away from homeport (DAFHP) when the cutter is in the AOR supporting the assigned mission. These days do not include transit time to and from a maintenance facility, anytime the ship is in dry-dock or dockside at a maintenance facility greater than 75 miles away from homeport (defined by Reference (j)), and some underway training periods.
  - (ii) Distance from homeport to the AOR can impact the amount of time a cutter is in the AOR supporting assigned missions.
  - (b) Navigational Parameters. This criterion is used to evaluate specified navigational information that may impact the homeport decision. The criteria for this section might include distance or time to the sea buoy, distance to the furthest point in the AOR, harbor basin room for maneuvering, and average maximum deviation from trackline.
  - (c) Anti-terrorism/Force Protection (AT/FP) Feasibility. This criterion is used to determine the option's capability to meet Force Protection Conditions (FPCON) and penalize options that have limitations, restrictions, or require significant resource expenditure to achieve specific FPCONs.
  - (d) Training Availability. This criterion is based on the proximity to training opportunities for the crew. This recognizes the negative impact to the crew and cutter if normal training (e.g., firefighting and damage control) is not readily available to maintain proficiency.
- (2) Figure E1-3 shows a mission performance analysis breakdown example. Each sub-measure has a weight representing the magnitude of contribution to the parent measure. Each sub-measure also has minimum and maximum scores that are used to normalize the results gained from the scoring criteria into a value between 0 and 1. Figure E1-3 and Table E1-2 provide the weights, maximums, and minimums for the Mission Performance MOE and sub-measures.

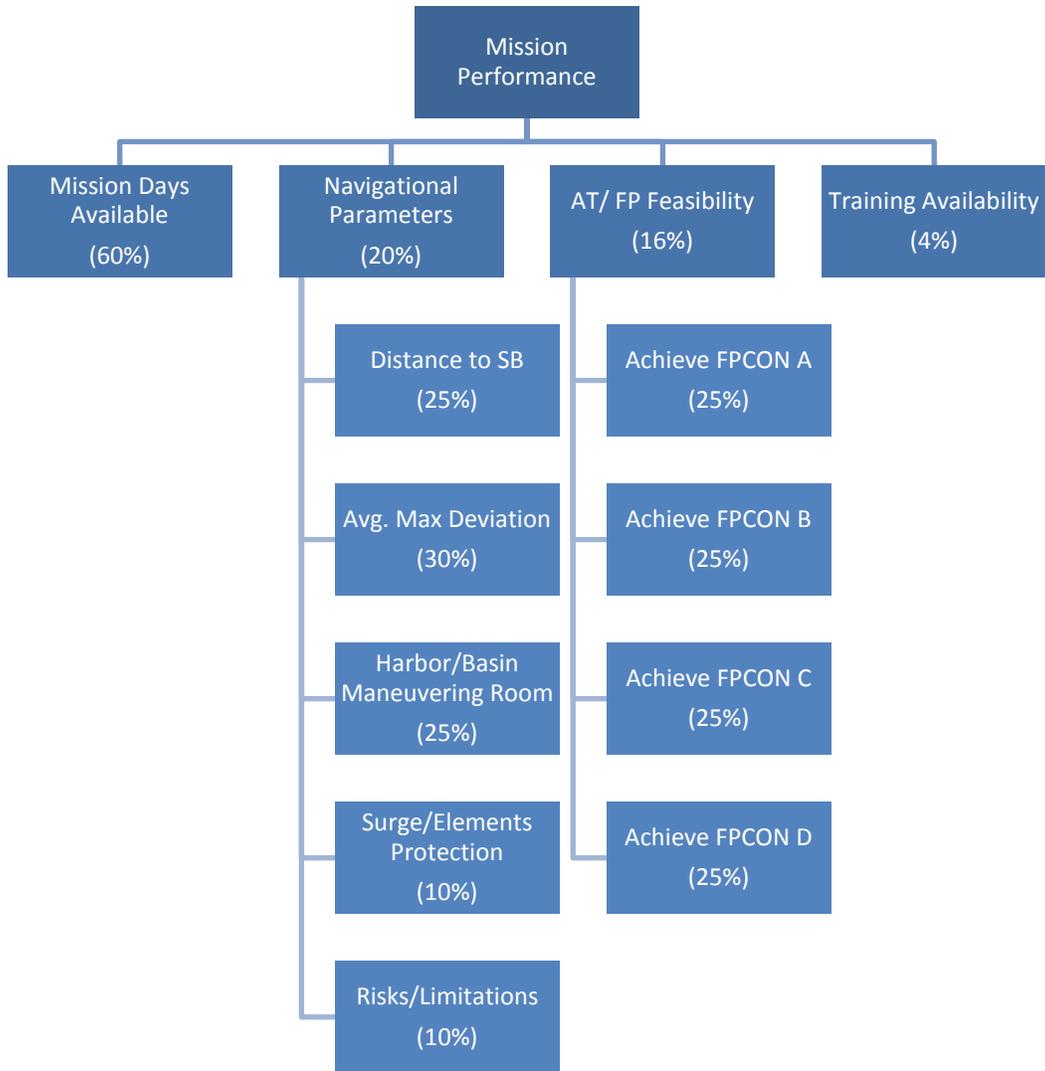


Figure E1-3 Mission Performance Breakdown and Weighting Example

- (3) Some of the measures are inherently quantitative; in such cases, using the raw value for analysis is recommended. However, most measures are qualitative in nature, and in order for these measures or sub-measures to be scored quantitatively, a set of scoring standards must be developed. Table E1-2 shows the scoring standards for the Mission Performance MOE.

Scoring Standards: Mission Performance			
1.A. Mission Effectiveness		1.B. Navigational Parameters	
1.A.a. Mission Days Available	Days	1.B.a. Distance to Sea Buoy	Points
Actual Value (days)	#	Less than 5 nm	5
1.A.b. Distance to Primary AOR	NM	Between 5 & 15 nm	3
Actual Value (NM)	#	Between 15 & 25 nm	1
		Greater than 25 nm	0
<b>1.C. AT/FP Feasibility</b>		<b>1.B.b. Average Maximum Deviation</b>	<b>Points</b>
1.C.a-d. Achieve FPCON Level	Points	Greater than 2000 yards	6
Yes	4	Between 1000 & 2000 yards	4
Limited	2	Between 500 & 1000 yards	2
No	0	Less than 500 yards	0
<b>1.D. Training Availability</b>		<b>1.B.c. Maneuvering Room</b>	<b>Points</b>
1.D. Training Availability	Points	Excellent	5
Yes	2	Adequate	3
No	0	Tight	0
		<b>1.B.d. Surge Protection</b>	<b>Points</b>
		Yes	2
		No	0
		<b>1.B.e. Risks</b>	<b>Points</b>
		Risks/Limitations	0-6

Table E1-2: Example Scoring Standards: Mission Performance MOE

(4) Mission Effectiveness. Table E1-3 shows an example Mission Days Available calculation and highlights how maintenance periods and underway training periods, such as Tailored Ship’s Training Availability (TSTA), directly reduce the number of available mission operating days. Mission Days Available and Distance to Primary AOR are raw values that are subsequently normalized to a number between 0 and 1. Normalization is accomplished by linear interpolation, where a value of 0 denotes the worst possible score for Mission Days Available (0) and a value of 1 denotes the best possible score for Mission Days Available (185 in this example). For example, in table E1-4, 157 Mission Days available would be normalized to a score of 0.849 ( $157/185=0.849$ ). The same method is used to normalize the Distance to Primary AOR raw data using 1500nm (or greater) as the worst possible outcome (assigning a score of 0) and 0nm as the best possible outcome (assigning a score of 1). The normalized score is then multiplied by the respective sub-measure’s weight. In this case, Mission Days Available has a 30% weight in the Mission Effectiveness measure and Distance to Primary AOR has a 70% weight. Table E1-4 is interpreted as: Option 1 satisfies 84.9% of the Mission Days available sub-measure, which, when weighted by 30%, results in meeting 25.5% of the Mission Effectiveness measure. This, combined with Option 1’s Distance to Primary AOR sub-measure score of 46.5%, results in Option 1 meeting 71.9% of the Mission Effectiveness measure. Table E1-4 displays the raw scores, normalized scores, and weighted scores of both measures. Since the Mission Effectiveness sub-measure has a weight of 60% toward the Mission Performance MOE as shown in Figure E1-3, the final values in Table E1-4 are multiplied by 60% to calculate the normalized-weighted

contribution. The progress of the Mission Performance MOE is shown in Table E1-5.

Homeport	DAFHP for Dry-dock *	DAFHP for Dockside Maintenance	DAFHP for TSTA	Total Non Mission Days
Option 1	14	0	14	28
Option 2	0	0	0	0
Option 3	14	0	14	28
Note: *Assumes 8 week Dry-Dock every 4 years per the Naval Engineering Manual for WHEC/WMEC. DAFHP for drydock is 56/4=14 days/year				

Table E1-3. Example Mission Days Available Calculations

Score Results: Mission Performance Sub-Measures	Raw			Normalized			Weighted value	Normalized-Weighted		
	1	2	3	1	2	3		1	2	3
<b>1.A. Mission Effectiveness</b>								<b>71.9%</b>	<b>81.6%</b>	<b>90.3%</b>
1.A.a. Mission Days Available	157	185	157	0.849	1.000	0.849	0.300	0.255	0.300	0.255
1.A.b. Distance to Primary AOR	504	395	110	0.664	0.737	0.927	0.700	0.465	0.516	0.649

Table E1-4. Normalized-Weighted Calculations Example

Score Results	Data from Table E1-4			Weighted value	Normalized-Weighted		
	1	2	3		1	2	3
<b>1. Mission Performance</b>							
1.A. Mission Days Available	0.719	0.816	0.903	0.600	0.431	0.490	0.542
1.B. Navigational Parameters							
1.C. AT/FP Feasibility							
1.D. Training Availability							

Table E1-5. Mission Performance MOE Progress

- (5) Navigational Parameters. Table E1-2 summarizes the data of interest, including distance from the pier to the sea buoy, average maximum deviation from trackline, maneuvering room in the turning basin, breakwater or surge protection, and additional risk factors (e.g., persistent fog, congestion). Table E1-6 shows the data for each criterion. The score of each sub-measure for each option can be determined using the scoring standards in Table E1-2. Each score is then normalized and weighted. Table E1-9 shows the resulting score of the Navigation Parameters sub-measure for each homeport alternative.

Navigation Criteria	Option 1	Option 2	Option 3
Distance to Buoy #1 from Pier	4.8 nm	7 nm	12.7 nm
Average Maximum Deviation	700	1300	200
Maneuvering Room	Tight	Adequate	Excellent
Surge Protection	Yes	No	No
Risks	Fog	None	Traffic

Table E1-6. Example Navigation Parameters Data

- (6) AT/FP Feasibility. Table E1-7 provides an example of AT/FP feasibility scoring. Table E1-9 shows the resulting score of the AT/FP Feasibility sub-measure for each homeport alternative.

AT/FP Feasibility	Option 1	Option 2	Option 3
Achieve FPCON Alpha	Yes	Yes	Yes
Achieve FPCON Bravo	Yes	Yes	Yes
Achieve FPCON Charlie	Yes	Limited	Yes
Achieve FPCON Delta	No	No	Yes

Table E1-7. Example AT/FP Feasibility Data

- (7) Training Availability. Table E1-8 provides an example for training criteria scoring. Table E1-9 shows the resulting score of the Training Availability sub-measure for each homeport alternative.

Training Availability	Option 1	Option 2	Option 3
Training Availability (Yes/No)	No	No	Yes

Table E1-8. Example Training Availability Data

Score Results: Mission Performance Sub-Measures	Raw			Normalized			Weighted value	Normalized-Weighted		
	1	2	3	1	2	3		1	2	3
<b>1.A. Mission Effectiveness</b>								<b>71.9%</b>	<b>81.6%</b>	<b>90.3%</b>
1.A.a. Mission Days Available	157	185	157	0.849	1.000	0.849	0.300	0.255	0.300	0.255
1.A.b. Distance to Primary AOR	504	395	110	0.664	0.737	0.927	0.700	0.465	0.516	0.649
<b>1.B. Navigational Parameters</b>								<b>50.0%</b>	<b>60.0%</b>	<b>45.0%</b>
1.B.a. Distance to Sea Buoy	5	3	3	1.000	0.600	0.600	0.250	0.250	0.150	0.150
1.B.b. Average Maximum Deviation	2	4	0	0.333	0.667	0.000	0.300	0.100	0.200	0.000
1.B.c. Maneuvering Room	0	3	5	0.000	0.600	1.000	0.250	0.000	0.150	0.250
1.B.d. Surge Protection	2	0	0	1.000	0.000	0.000	0.100	0.100	0.000	0.000
1.B.e. Risks	3	6	3	0.500	1.000	0.500	0.100	0.050	0.100	0.050
<b>1.C. AT/FP Feasibility</b>								<b>75.0%</b>	<b>62.5%</b>	<b>100.0%</b>
1.C.a. Achieve FPCON Alfa	4	4	4	1.000	1.000	1.000	0.250	0.250	0.250	0.250
1.C.b. Achieve FPCON Bravo	4	4	4	1.000	1.000	1.000	0.250	0.250	0.250	0.250
1.C.c. Achieve FPCON Charlie	4	2	4	1.000	0.500	1.000	0.250	0.250	0.125	0.250
1.C.d. Achieve FPCON Delta	0	0	4	0.000	0.000	1.000	0.250	0.000	0.000	0.250
<b>1.D. Training Availability</b>								<b>0.0%</b>	<b>0.0%</b>	<b>100.0%</b>
1.D. Training Proximity	0	0	2	0.000	0.000	1.000	1.000	0.000	0.000	1.000

Table E1-9. Score Results: Mission Performance Sub-Measures

(8) The normalized-weighted results for each of the Mission Performance sub-measures are below. The results in Table E1-10 are interpreted as: Option 1 satisfies 65.1% of the Mission Performance MOE – 43.1% from the Mission Effectiveness sub-measure, 10.0% from the Navigational Parameters sub-measure, 12.0% from the AT/FP Feasibility sub-measure, and 0.0% from the Training Availability sub-measure; Option 2 meets 71.0%, and Option 3 meets 83.2%.

Score Results	Data from Table E1-9			Weighted value	Normalized-Weighted		
	1	2	3		1	2	3
<b>1. Mission Performance</b>							
1.A. Mission Days Available	0.719	0.816	0.903	0.600	0.431	0.490	0.542
1.B. Navigational Parameters	0.500	0.600	0.450	0.200	0.100	0.120	0.090
1.C. AT/FP Feasibility	0.750	0.625	1.000	0.160	0.120	0.100	0.160
1.D. Training Availability	0.000	0.000	1.000	0.040	0.000	0.000	0.040
	Total Score				0.651	0.710	0.832

Table E1-10. Score Results: Mission Performance MOE

(9) The next step is to combine each of the four measures into the final Mission Performance MOE; Table E1-11 shows the results. The Mission Performance MOE is properly weighted toward the overall Homeport Score. The weighted factor of 35% (Figure E1-2 shows that Mission Performance accounts for 35% of the overall score) is used to determine the normalized-weighted Mission Performance score for each option. The Mission Performance MOE can contribute as much as 35% to a homeport’s final score; based on Table E1-11,

Option 1 provides 22.8%, Option 2 provides 24.8%, and Option 3 provides 29.1%.

Score Results	Data from Table E1-10			Weighted Value	Normalized-Weighted		
	1	2	3		1	2	3
<b>Homeport Alternatives Score</b>					<b>22.8%</b>	<b>24.8%</b>	<b>29.1%</b>
1. Mission Performance	0.651	0.710	0.832	0.350	0.228	0.248	0.291
2. Support & Maintenance							
3. Quality of Life							
4. Environmental Impact							

Table E1-11. Score Results: Homeport Alternatives Analysis Progress

- (10) Mission performance criteria may differ due to the specific homeporting initiative. For example:
- (a) Major cutters normally conduct operations (Alien Migrant Interdiction (AMIO), Counter Drug (CD), and Living Marine Resource Enforcement (LMRE)) that involve extended patrols within a prescribed AOR. The Mission Performance criteria used in the example above may be applicable for major cutters but may not be applicable to other cutter types.
  - (b) Buoy tenders would likely require slightly different criteria and weighting for evaluation of candidate homeports. It would be reasonable to assume that Buoy tenders were located within the AOR of the aids they service. Possible criteria for buoy tenders might include the number of trips or the number of days/hours required to cover a buoy tender’s assigned aids from the candidate homeport.
  - (c) Patrol boats, whose primary operations include SAR, local law enforcement operations, and other response-type operations, may value other criteria, and prioritize candidate homeports within the primary AOR. Criteria for patrol boats might value and focus on the ability to arrive on scene in a timely manner, including distance and time to the sea buoy and maximum allowable deviation from trackline.
- e. Support and Maintenance.
- (1) Support and maintenance criteria are flexible and dependent on the specific homeport initiative. Figure E1-4 demonstrates an example breakdown of the Support and Maintenance MOE with the weight assigned for each measure and sub-measure.

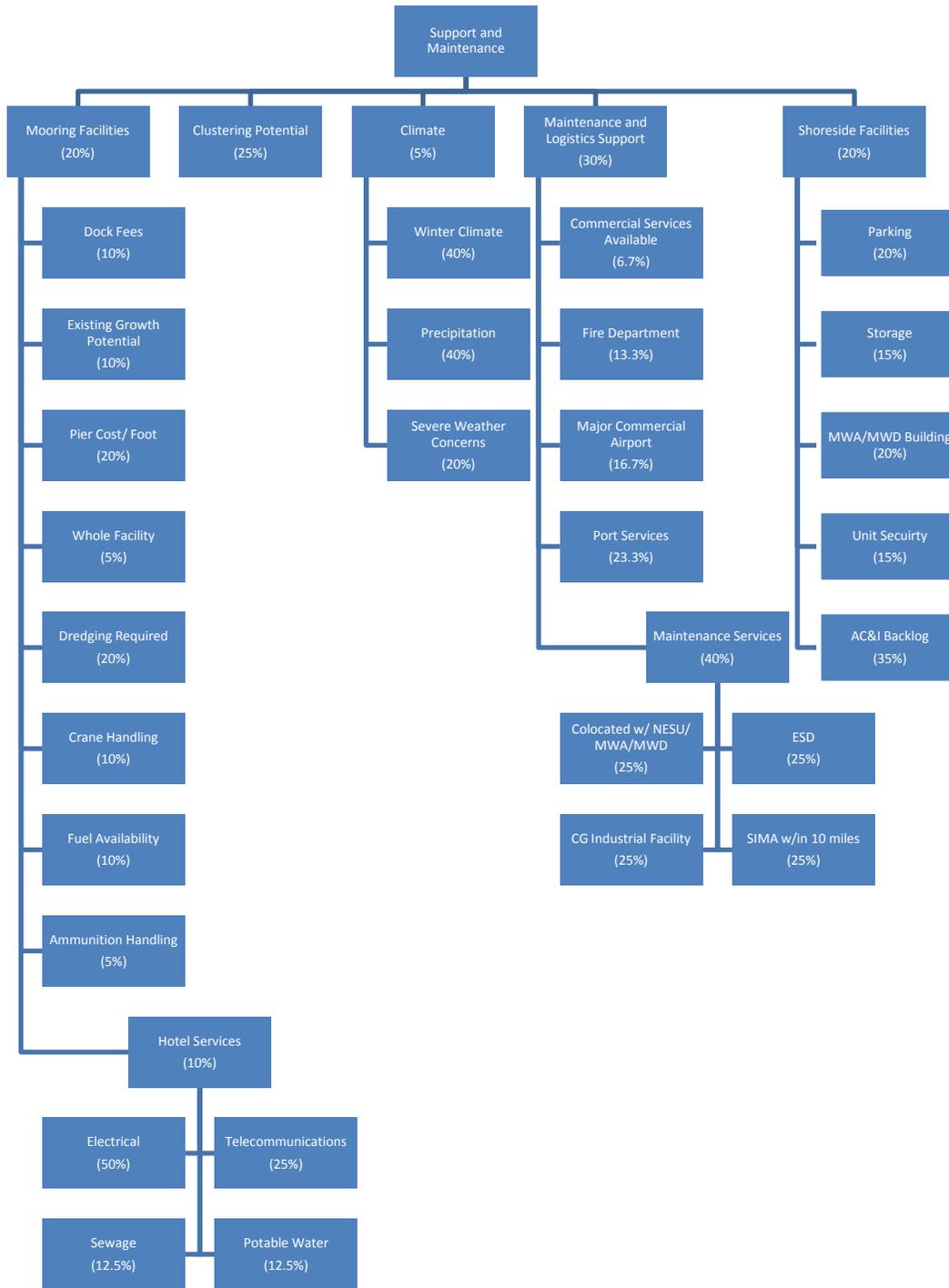


Figure E1-4. Support & Maintenance Breakdown and Weighting Example

(2) Table E1-12 provides the top-level and sub-level measure attributes of the Support and Maintenance MOE. The table does not address personnel and infrastructure costs that are necessary to support the crew and MWA/MWD team. Those costs should be addressed in the cost MOE.

Measure Attributes			
Homeport Alternatives	Weight	Min	Max
1. Mission Performance	35%	0.00	1.00
2. Support & Maintenance	25%	0.00	1.00
3. Quality of Life	20%	0.00	1.00
4. Environmental Impact	20%	0.00	1.00

Table E1-12. Measure Attributes: Support & Maintenance MOE

(3) Table E1-13 shows the measure attributes for each of the Support and Maintenance sub-measures. In this case, sub-measures Hotel Services and Maintenance and Logistics Support have their own set of sub-measures. Table E1-14 provides the example scoring standard for each of the sub-measures.

2.A. Mooring Facilities	Weight	Min	Max		Weight	Min	Max
2.A.a. Dock Fees	10%	0	2	<b>2.D. Maintenance/ Logistics Support</b>			
2.A.b. Existing Growth Potential	10%	0	2	2.D.a. Maintenance Services Available	40%	0	1
2.A.c. Pier Cost/Foot	20%	0	4	2.D.b. Commercial Services Available	7%	0	2
2.A.d. Whole Facility	5%	0	1	2.D.c. Fire Department	13%	0	4
2.A.e. Dredging Required	20%	0	4	2.D.d. Major Commercial Airport	17%	0	5
2.A.f. Crane Handling	10%	0	2	2.D.e. Port Services	23%	0	7
2.A.g. Fuel Availability	10%	0	2	<b>2.D.a Maintenance Servies Available</b>			
2.A.h. Ammunition Handling	5%	0	1	2.D.a.i. Collocated w/ NESU/MAT	25%	0	2
2.A.i. Hotel Services	10%	0	1	2.D.b.ii. ESD	25%	0	2
<b>2.A.i. Hotel Services</b>				2.D.c.iii. CG Industrial Facility	25%	0	2
2.A.i.i. Electrical	50%	0	1	2.D.d.iv. SIMA w/in 10 miles	25%	0	2
2.A.i.ii. Telecommunications	25%	0	1	<b>2.E. Shoreside Facilities</b>			
2.A.i.iii. Water Supply	12.5%	0	1	2.E.a. Parking	15%	0	3
2.A.i.iv. Sanitary Water System	12.5%	0	1	2.E.b. Storage	15%	0	3
<b>2.B. Clustering Potential</b>				2.E.c. MWA/MWD Building	20%	0	4
2.B. Clustering Potential	100%	0	25	2.E.d. Unit Security	15%	0	3
<b>2.C. Climate</b>				2.E.e. AC&I Backlog	35%	0	7
2.C.a. Winter Climate	40%	0	2				
2.C.b. Precipitation	40%	0	2				
2.C.c. Severe Weather Concerns	20%	0	1				

Table E1-13. Measure Attributes: Support & Maintenance Sub-Measures

Scoring Standards: Support & Maintenance			
<b>2.A. Mooring Facilities</b>		<b>2.B. Clustering Potential</b>	
2.A.a. Dock Fees	Points	2. B. Clustering Potential	Points
CG Owned	2	1 ship	0
Free or Minimal Fee (Navy owned)	1	2 ships	5
Leased	0	3 ships	10
2.A.b. Existing Growth Potential	Points	4 ships	15
Existing Growth Potential	0-2	5 ships	20
2.A.c. Pier Cost/Foot	Points	≥ 6 ships	25
Pier Cost/Foot	0-4	<b>2.C. Climate</b>	
2.A.d. Whole Facility	Points	2.C.a. Winter Climate	Points
Yes	1	0 Months < 50 degrees	2
No	0	1-4 Months < 50 degrees	1
2.A.e. Dredging Required	Points	5-12 Months < 50 degrees	0
Dredging Required	0-4	2.C.b. Precipitation	Points
2.A.f. Crane Handling	Points	10-12 Months < 10 days	2
Handles Max Capacity	2	6-9 Months < 10 days	1
Handles Frequently Used Capacity	1	≤ 5 Months < 10 days	0
No Crane	0	2.C.c. Severe Weather Concerns	Points
2.A.g. Fuel Availability	Points	West Coast, South of San Francisco	1
Truck	0	West Coast, North of San Francisco	0
No DAFHP for Fueling	2	East Coast, North of Cape Hatteras	1
Barge	2	East Coast, South of Cape Hatteras	0
Pipeline	2	<b>2.D. Maintenance/ Logistics Support</b>	
2.A.h. Ammunition Handling	Points	2.D.a. Maint. Services Available	Points
Certified Facility/ 0 DAFHP	1	Yes	1
>0 DAFHP	0	No	0
2.A.i. Hotel Services	Points	2.D.b. Commercial Services Available	Points
Yes	1	Crane Service	1
No	0	Ready Access to Commercial or ISC	2
<b>2.E. Shoreside Facilities</b>		No	0
2.E.a. Parking	Points	2.D.c. Fire Department	Points
Parking	0-3	Distance to Station ≤ 2 miles	2
2.E.b. Storage	Points	Otherwise	0
Storage	0-3	2.D.d. Major Commercial Airport	Points
2.E.c. MWA/MWD Building	Points	Passenger Jet Service ≤ 30 miles	5
MWA/MWD Building	0-4	Otherwise	0
2.E.d. Unit Security	Points	2.D.e. Port Services	Points
Unit Security	0-3	Mooring at ISC	7
2.E.e. AC&I Backlog	Points	Mooring < 10 miles of ISC	5
AC&I Backlog	0-7	Mooring at other CG Facility	4
		Mooring at USN Facility	3
		Mooring < 10 miles of CG Facility	2

Table E1-14. Example Scoring Standards: Support & Maintenance MOE

(4) The normalized-weighted (weight values from Figure E1-4) results for each of the Support and Maintenance sub-measures are listed below in Table E1-15. The next step is to combine each of the five sub-measures into the final Support and Maintenance MOE; Table E1-16 shows the results.

Score Results: Support & Maint. Sub-Measures	Raw			Normalized			Weight	Normalized-Weighted		
	1	2	3	1	2	3		1	2	3
<b>2.A. Mooring Facilities</b>								<b>47.5%</b>	<b>55.0%</b>	<b>87.5%</b>
2.A.a. Dock Fees	2	0	2	1.000	0.000	1.000	0.100	0.100	0.000	0.100
2.A.b. Existing Growth Potential	0	1	2	0.000	0.500	1.000	0.100	0.000	0.050	0.100
2.A.c. Pier Cost/Foot	0	2	4	0.000	0.500	1.000	0.200	0.000	0.100	0.200
2.A.d. Whole Facility	0	0	0	0.000	0.000	0.000	0.050	0.000	0.000	0.000
2.A.e. Dredging Required	2	4	4	0.500	1.000	1.000	0.200	0.100	0.200	0.200
2.A.f. Crane Handling	2	2	2	1.000	1.000	1.000	0.100	0.100	0.100	0.100
2.A.g. Fuel Availability	2	0	2	1.000	0.000	1.000	0.100	0.100	0.000	0.100
2.A.h. Ammunition Handling	0	0	0	0.000	0.000	0.000	0.050	0.000	0.000	0.000
2.A.i. Hotel Services	0.75	1.00	0.75	0.750	1.000	0.750	0.100	0.075	0.100	0.075
<b>2.A.i. Hotel Services</b>								<b>75.0%</b>	<b>100.0%</b>	<b>75.0%</b>
2.A.i.i. Electrical	1	1	1	1.000	1.000	1.000	0.500	0.500	0.500	0.500
2.A.i.ii. Telecommunications	1	1	0	1.000	1.000	0.000	0.250	0.250	0.250	0.000
2.A.i.iii. Water Supply	0	1	1	0.000	1.000	1.000	0.125	0.000	0.125	0.125
2.A.i.iv. Sanitary Water System	0	1	1	0.000	1.000	1.000	0.125	0.000	0.125	0.125
<b>2. B. Clustering Potential</b>								<b>40.0%</b>	<b>0.0%</b>	<b>80.0%</b>
2. B. Clustering Potential	10	0	20	0.400	0.000	0.800	1.000	0.400	0.000	0.800
<b>2.C. Climate</b>								<b>80.0%</b>	<b>0.0%</b>	<b>60.0%</b>
2.C.a. Winter Climate	2	0	1	1.000	0.000	0.500	0.400	0.400	0.000	0.200
2.C.b. Precipitation	1	0	2	0.500	0.000	1.000	0.400	0.200	0.000	0.400
2.C.c. Severe Weather Concerns	1	0	0	1.000	0.000	0.000	0.200	0.200	0.000	0.000
<b>2.D. Maintenance/ Logistics Support</b>								<b>80.1%</b>	<b>43.0%</b>	<b>73.6%</b>
2.D.a. Maintenance Services Available	1	0	1	1.000	0.250	1.000	0.400	0.400	0.100	0.400
2.D.b. Commercial Services Available	1	1	1	0.500	0.500	0.500	0.067	0.035	0.035	0.035
2.D.c. Fire Department	2	2	2	0.500	0.500	0.500	0.133	0.065	0.065	0.065
2.D.d. Major Commercial Airport	5	0	5	1.000	0.000	1.000	0.167	0.170	0.000	0.170
2.D.e. Port Services	4	7	2	0.571	1.000	0.286	0.233	0.131	0.230	0.066
<b>2.D.a Maintenance Services Available</b>								<b>100.0%</b>	<b>25.0%</b>	<b>100.0%</b>
2.D.a.i. Colocated w/ NESU/MWAMWD	2	0	2	1.000	0.000	1.000	0.250	0.250	0.000	0.250
2.D.b.ii. ESD	2	2	2	1.000	1.000	1.000	0.250	0.250	0.250	0.250
2.D.c.iii. CG Industrial Facility	2	0	2	1.000	0.000	1.000	0.250	0.250	0.000	0.250
2.D.d.iv. SIMA w/in 10 miles	2	0	2	1.000	0.000	1.000	0.250	0.250	0.000	0.250
<b>2.E. Shoreside Facilities</b>								<b>45.0%</b>	<b>45.0%</b>	<b>35.0%</b>
2.E.a. Parking	2	1	0	0.667	0.333	0.000	0.150	0.100	0.050	0.000
2.E.b. Storage	3	3	3	1.000	1.000	1.000	0.150	0.150	0.150	0.150
2.E.c. MWAMWD Building	0	0	0	0.000	0.000	0.000	0.200	0.000	0.000	0.000
2.E.d. Unit Security	1	2	1	0.333	0.667	0.333	0.150	0.050	0.100	0.050
2.E.e. AC&I Backlog	3	3	3	0.429	0.429	0.429	0.350	0.150	0.150	0.150

Table E1-15. Score Results: Support & Maintenance Sub-Measures

Score Results	Data from Table E1-15			Normalized-Weighted		
	1	2	3	1	2	3
<b>2. Support &amp; Maintenance</b>				<b>62.5%</b>	<b>29.7%</b>	<b>78.2%</b>
2.A. Mooring Facilities	0.475	0.550	0.875	0.095	0.110	0.175
2.B. Clustering Potential	0.400	0.000	0.800	0.100	0.000	0.200
2.C. Climate	0.801	0.430	0.736	0.040	0.022	0.037
2.D. Maintenance / Logistics Support	1.000	0.250	1.000	0.300	0.075	0.300
2.E. Shoreside Facilities	0.450	0.450	0.350	0.090	0.090	0.070

Table E1-16. Score Results: Support & Maintenance MOE

(5) Table E1-17 shows the Support and Maintenance score for each option, which is then weighted by 25% (weight factor from Figure E1-2).

Score Results	Data from Table E1-10 & E1-16			Weighted Value	Normalized-Weighted		
	1	2	3		1	2	3
<b>Homeport Alternatives Score</b>					<b>38.4%</b>	<b>32.3%</b>	<b>48.7%</b>
1. Mission Performance	0.651	0.710	0.832	0.350	0.228	0.248	0.291
2. Support & Maintenance	0.625	0.297	0.782	0.250	0.156	0.074	0.195
3. Quality of Life							
4. Environmental Impact							

Table E1-17. Score Results: Homeport Alternatives Analysis Progress

f. Quality of Life.

(1) Quality of Life criteria are focused on the most significant elements for taking care of and retaining the Coast Guard’s most critical resource: its people. Service members and their families expect affordable housing reasonably close to the homeport. They also expect good schools, safe communities, and a healthy environment with ample recreational opportunities. Figure E1-5 demonstrates an example breakdown of the Quality of Life MOE with the associated weighted figures for measures and sub-measures.

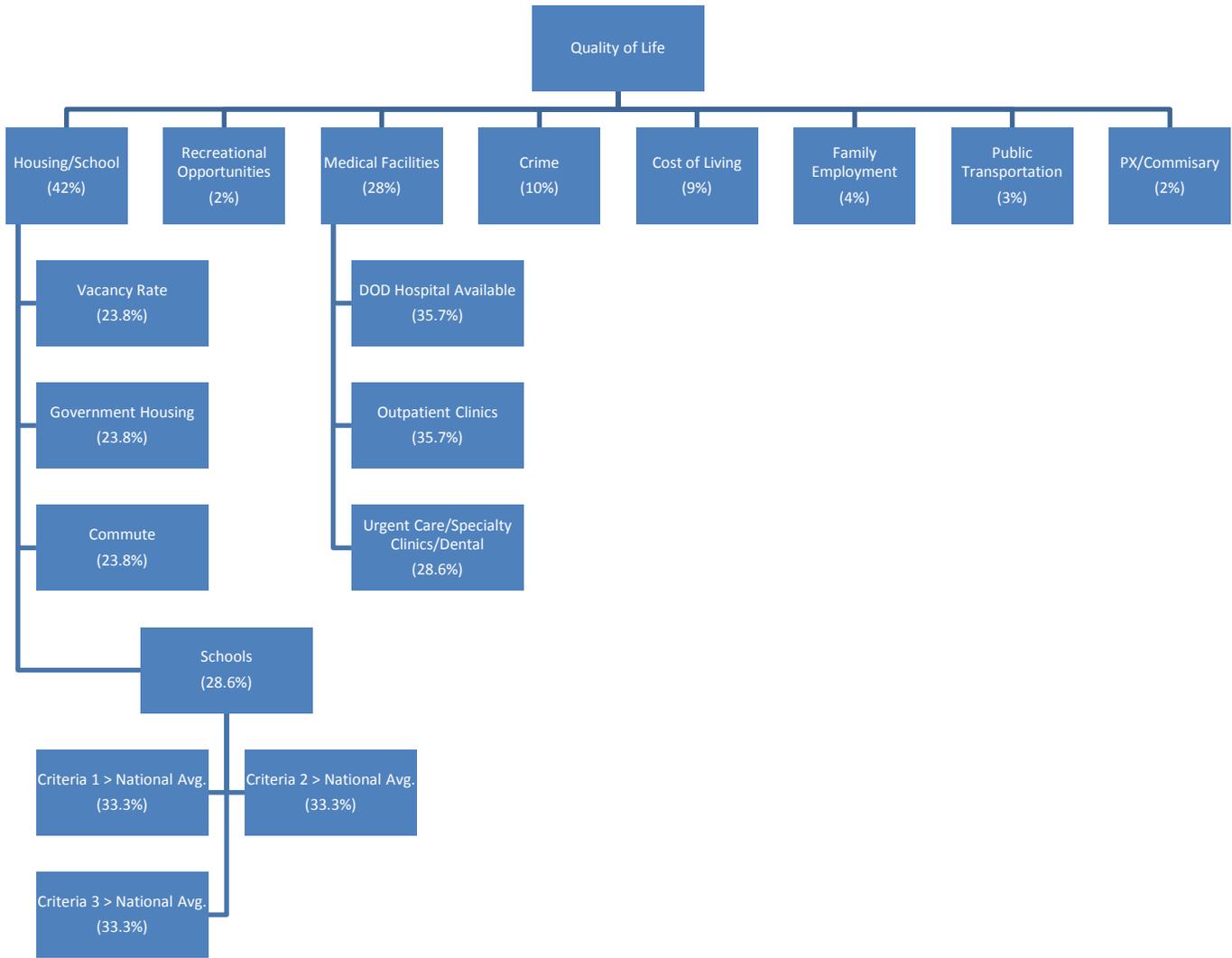


Figure E1-5. Quality of Life Breakdown and Weighting Example

(2) Table E1-18 shows the top-level measure attributes of the Quality of Life MOE and the associated weight values. Table E1-19 shows the measure attributes for each of the sub-measures and the associated weight values. Table E1-20 provides the example scoring standards for each of the sub-measures.

Measure Attributes			
3. Quality of Life	Weight	Min	Max
3.A. Housing/ School	42%	0.00	1.00
3.B. Recreational Opportunities	2%	0.00	1.00
3.C. Medical Facilities	28%	0.00	1.00
3.D. Crime	10%	0.00	1.00
3.E. Cost of Living	9%	0.00	1.00
3.F. Family Employment	4%	0.00	1.00
3.G. Public Transportation	3%	0.00	1.00
3.H. Pharmacy/ Commissary	2%	0.00	1.00

Table E1-18. Measure Attributes: Quality of Life MOE

Measure Attributes: Quality of Life Sub-Measures			
3.A. Housing/ School	Weight	Min	Max
3.A.a. Vacancy Rate	23.8%	0	10
3.A.b. Government Housing	23.8%	0	10
3.A.c. Commute	23.8%	0	10
3.A.d. Schools	28.6%	0	1
<b>3.A.d. Schools</b>			
3.A.d.i. Criteria 1 > National Avg	33.3%	0	1
3.A.d.ii. Criteria 2 > National Avg	33.3%	0	1
3.A.d.iii. Criteria 3 > National Avg	33.3%	0	1
<b>3.B. Recreational Activities</b>			
3.B. Recreational Activities	100.0%	0	2
<b>3.C. Medical Facilities</b>			
3.C.a. DoD Hospital/Tricare Prime	35.7%	0	10
3.C.b. Outpatient Clinics	35.7%	0	10
3.C.c. Urgent Care/Specialty/Dental	28.6%	0	8
<b>3.D. Crime</b>			
3.D. Crime	100.0%	0	10
<b>3.E. Cost of Living</b>			
3.E. Cost of Living	100.0%	0	9
<b>3.F. Family Employment</b>			
3.F. Family Employment	100.0%	0	4
<b>3.G. Public Transportation</b>			
3.G. Public Transportation	100.0%	0	3
<b>3.H. Pharmacy/ Commissary</b>			
3.H. Pharmacy/ Commissary	100.0%	0	2

Table E1-19. Measure Attributes: Quality of Life Sub-Measures

Scoring Standards: Quality of Life			
<b>3.A. Housing/ School</b>		<b>3.D. Crime</b>	
3.A.a. Vacancy Rate	Points	3.D. Crime	Points
Vacancy Rate > 4%	10	>15% below National Average	10
Vacancy Rate 2.2% - 4%	5	5-15% below National Average	7
Vacancy Rate <2.1%	0	+/-5% of National Average	5
<b>3.A.b. Government Housing</b>		5-15% above National Average	3
Vacancy Rate > 4%	10	>15% above National Average	0
Vacancy Rate 2.2% - 4%	5	<b>3.E. Cost of Living</b>	
Vacancy Rate <2.1%	0	3.E. Cost of Living	Points
<b>3.A.c. Commute</b>		ACCRA Rating <95%	9
1 point / 10% that commute <30 min.	0-10	ACCRA Rating 95% - 100%	7
<b>3.A.d. Schools**</b>		ACCRA Rating 100.1% - 105%	5
Yes	1	ACCRA Rating 105.1% - 110%	3
No	0	ACCRA Rating >110%	0
<b>3.B. Recreational Activities</b>			
3.B. Recreational Activities		3.F. Family Employment	
Recreational Opportunities ≤ 5 miles	0	3.F. Family Employment	Points
Recreational Opportunities ≤ 10 miles	5	Unemployment > 1.5% below Nat'l Avg.	4
Recreational Opportunities > 10 miles	10	> 1.0% to 1.5% below National Avg.	3
<b>3.C. Medical Facilities</b>			
3.C.a. DoD Hospital/Tricare Prime		> 0.5% to 1.0% below National Avg.	2
Yes	10	> 0% to 0.5% below National Avg.	1
No	0	Equal or above National Avg.	0
3.C.b. Outpatient Clinics		<b>3.G. Public Transportation</b>	
Yes	10	3.G. Public Transportation	Points
No	0	Extensive Bus/Rail, etc.	3
3.C.c. Urgent Care/Specialty/Dental		Extensive Bus	2
Urgent Care & ER & Dental	8	Limited Bus	1
Inpatient w/ ER and Dental < 1 hour	6	No Public Transportation	0
Limited inpatient: CG/DoD MTF	2	<b>3.H. Pharmacy/ Commissary</b>	
No Full Size Hospital/ Limited ER	0	3.H. Pharmacy/ Commissary	Points
<b>3.H. Pharmacy/ Commissary</b>			
3.H. Pharmacy/ Commissary		Both within 30 miles	2
		Either within 30 miles	1
		None within 30 miles	0

Table E1-20. Example Scoring Standards: Quality of Life MOE

(3) Table E1-21 below shows the normalized-weighted results for each of the Quality of Life sub-measures. The next step is to combine each of the eight sub-measures into the final Quality of Life MOE; Table E1-22 shows the results.

Score Results: Environmental Impact Sub-Measures	Raw			Normalized			Weight value	Normalized-Weighted		
	1	2	3	1	2	3		1	2	3
<b>3.A. Housing/ School</b>								<b>40.5%</b>	<b>45.2%</b>	<b>71.4%</b>
3.A.a. Vacancy Rate	0	5	10	0.000	0.500	1.000	0.238	0.000	0.119	0.238
3.A.b. Government Housing	0	5	10	0.000	0.500	1.000	0.238	0.000	0.119	0.238
3.A.c. Commute	5	5	10	0.500	0.500	1.000	0.238	0.119	0.119	0.238
3.A.d. Schools	1.00	0.33	0.00	1.000	0.333	0.000	0.286	0.286	0.095	0.000
<b>3.A.d. Schools</b>								<b>100.0%</b>	<b>33.3%</b>	<b>0.0%</b>
3.A.d.i. Criteria 1 > National Avg	1	0	0	1.000	0.000	0.000	0.333	0.333	0.000	0.000
3.A.d.ii. Criteria 2 > National Avg	1	0	0	1.000	0.000	0.000	0.333	0.333	0.000	0.000
3.A.d.iii. Criteria 3 > National Avg	1	1	0	1.000	1.000	0.000	0.333	0.333	0.333	0.000
<b>3.B. Recreational Activities</b>								<b>0.0%</b>	<b>50.0%</b>	<b>100.0%</b>
3.B. Recreational Activities	0	1	2	0.00	0.50	1.00	1.00	0.000	0.500	1.000
<b>3.C. Medical Facilities</b>								<b>100.0%</b>	<b>35.7%</b>	<b>42.9%</b>
3.C.a. DoD Hospital/Tricare Prime	10	0	0	1.000	0.000	0.000	0.357	0.357	0.000	0.000
3.C.b. Outpatient Clinics	10	10	10	1.000	1.000	1.000	0.357	0.357	0.357	0.357
3.C.c. Urgent Care/Specialty/Dental	8	0	2	1.000	0.000	0.250	0.286	0.286	0.000	0.071
<b>3.D. Crime</b>								<b>50.0%</b>	<b>50.0%</b>	<b>100.0%</b>
3.D. Crime	5	5	10	0.500	0.500	1.000	1.000	0.500	0.500	1.000
<b>3.E. Cost of Living</b>								<b>77.8%</b>	<b>77.8%</b>	<b>55.6%</b>
3.E. Cost of Living	7	7	5	0.778	0.778	0.556	1.000	0.778	0.778	0.556
<b>3.F. Family Employment</b>								<b>100.0%</b>	<b>100.0%</b>	<b>75.0%</b>
3.F. Family Employment	4	4	3	1.000	1.000	0.750	1.000	1.000	1.000	0.750
<b>3.G. Public Transportation</b>								<b>100.0%</b>	<b>33.3%</b>	<b>0.0%</b>
3.G. Public Transportation	3	1	0	1.000	0.333	0.000	1.000	1.000	0.333	0.000
<b>3.H. Pharmacy/ Commisary</b>								<b>0.0%</b>	<b>0.0%</b>	<b>100.0%</b>
3.H. Pharmacy/ Commisary	0	0	2	0.000	0.000	1.000	1.000	0.000	0.000	1.000

Table E1-21. Score Results: Quality of Life Sub-Measures

Score Results	Data From Table E1-21			Weight value	Normalized-Weighted		
	1	2	3		1	2	3
<b>3. Quality of Life</b>					<b>64.0%</b>	<b>47.0%</b>	<b>64.0%</b>
3.A. Housing/ School	0.405	0.452	0.714	0.420	0.170	0.190	0.300
3.B. Recreational Opportunities	0.000	0.500	1.000	0.020	0.000	0.010	0.020
3.C. Medical Facilities	1.000	0.357	0.429	0.280	0.280	0.100	0.120
3.D. Crime	0.500	0.500	1.000	0.100	0.050	0.050	0.100
3.E. Cost of Living	0.778	0.778	0.556	0.090	0.070	0.070	0.050
3.F. Family Employment	1.000	1.000	0.750	0.040	0.040	0.040	0.030
3.G. Public Transportation	1.000	0.333	0.000	0.030	0.030	0.010	0.000
3.H. Pharmacy/ Commisary	0.000	0.000	1.000	0.020	0.000	0.000	0.020

Table E1-22. Score Results: Quality of Life MOE

(4) Table E1-23 shows the Quality of Life score for each option, which is then weighted by 20% (weight factor from Figure E1-2).

Score Results	Data from Table E1-10, E1-16 & E1-22			Weighted Value	Normalized-Weighted		
	1	2	3		1	2	3
<b>Homeport Alternatives Score</b>					<b>51.2%</b>	<b>41.7%</b>	<b>61.5%</b>
1. Mission Performance	0.651	0.710	0.832	0.350	0.228	0.248	0.291
2. Support & Maintenance	0.625	0.297	0.782	0.250	0.156	0.074	0.195
3. Quality of Life	0.640	0.470	0.640	0.200	0.128	0.094	0.128
4. Environmental Impact							

Table E1-23. Score Results: Homeport Alternatives Analysis Progress

g. Environmental Impact.

- (1) Reference (g) provides information pertaining to environmental planning and establishes policy and procedures to ensure timely consideration and evaluation of environmental impacts in accordance with NEPA. Planners involved in the Environmental Impact analysis must follow the Environmental Planning Process identified in Reference (g) to ensure compliance with all Federal laws related to NEPA.
- (2) The NEPA analysis report must include the results and rationale of the initial homeport candidate screening process to substantiate focusing the impact analysis on only the selected candidates.
- (3) Figure E1-6 shows an example breakdown of the Environmental Impact MOE and the weight of each attribute. Reference (g) Enclosure (2) lists the specific criteria used for this example. Some consultation with Federal, state, or local expert agencies may be necessary in order to complete the environmental impact analysis.

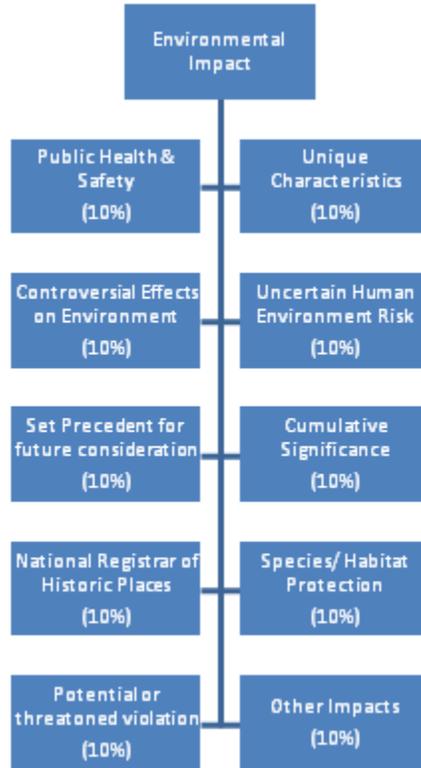


Figure E1-6. Environmental Impact Breakdown and Weighting Example

(4) Table E1-24 provides the measure attributes and weight values for the Environmental Impact MOE. Table E1-25 shows the example scoring standards for each of the sub-measures.

Measure Attributes			
4. Environmental Impact	Weight	Min	Max
4.A. Public Health & Safety	10.0%	0	10
4.B. Unique Characteristics	10.0%	0	10
4.C. Controversial Effects on Environment	10.0%	0	10
4.D. Uncertain Human Environment Risk	10.0%	0	10
4.E. Set Precedent for Future Consideration	10.0%	0	10
4.F. Cumulative Significance	10.0%	0	10
4.G. National Registrar of Historic Places	10.0%	0	10
4.H. Species/ Habitat Protection	10.0%	0	10
4.I. Potential or Threatened Violation	10.0%	0	10
4.J. Other Impacts	10.0%	0	10

Table E1-24. Measure Attributes: Environmental Impact Sub-Measures

<b>Scoring Standards: Environmental Impact</b>	
<b>4. Environmental Impact</b>	
<b>4.A. Public Health &amp; Safety: Is there likely to be a significant effect on public health or safety?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10
<b>4.B. Unique Characteristics: Does the proposed action occur on or near a unique characteristic of the geographic area, such as a historic or cultural resource, park land, prime farmland, wetland, wild and scenic river, ecologically critical area, or property requiring special consideration under 49 U.S.C. 303(c)?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10
<b>4.C. Controversial Effects on Environment: Is there a potential for effects on the quality of the environment that are likely to be highly controversial in terms of scientific validity or public opinion?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10
<b>4.D. Uncertain Human Environment Risk: Is there a potential for effects on the human environment that are highly uncertain or involve unique or unknown risks?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10
<b>4.E. Set Precedent for Future Consideration: Will the action set a precedent for future actions with significant effects or a decision in principle about a future consideration?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10
<b>4.F. Cumulative Significance: Are the action's impacts individually insignificant, but cumulatively significant when considered along with other past, present, and reasonably foreseeable future actions?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10
<b>4.G. National Registrar of Historic Places: Is the proposed action likely to have a significant impact on a district, site, highway, structure, or object that is listed in or eligible for listing in the National Register of Historic Places, or to cause the loss or destruction of a significant scientific, cultural, or historic resource?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10
<b>4.H. Species/ Habitat Protection: Will the proposed action have a significant effect on species or habitats protected by Federal law or Executive Order?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10
<b>4.I. Potential or Threatened Violation: Is there a potential or threatened violation of a Federal, State, or local law or requirement imposed for the protection of the environment?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10
<b>4.J. Other Impacts: Is the action likely to have other significant effects on public health and safety or on any other environmental media or resources that are not specifically identified in this checklist?</b>	<b>Points</b>
Yes (magnitude)	0-9
No	10

Table E1-25. Example Scoring Standards: Environmental Impact MOE

(5) Table E1-26 below shows the normalized-weighted results for each of the Environmental Impact measure attributes.

Score Results	Raw			Normalized			Weight value	Normalized-Weighted				
	1	2	3	1	2	3		1	2	3		
<b>4. Environmental Impact</b>										<b>62.0%</b>	<b>98.0%</b>	<b>55.0%</b>
4.A. Public Health & Safety	10	8	5	1.000	0.800	0.500	0.100	0.100	0.080	0.050		
4.B. Unique Characteristics	7	10	10	0.700	1.000	1.000	0.100	0.070	0.100	0.100		
4.C. Controversial Effects on Environment	5	10	10	0.500	1.000	1.000	0.100	0.050	0.100	0.100		
4.D. Uncertain Human Environment Risk	5	10	0	0.500	1.000	0.000	0.100	0.050	0.100	0.000		
4.E. Set Precedent for Future Consideration	10	10	0	1.000	1.000	0.000	0.100	0.100	0.100	0.000		
4.F. Cumulative Significance	5	10	0	0.500	1.000	0.000	0.100	0.050	0.100	0.000		
4.G. National Registrar of Historic Places	10	10	0	1.000	1.000	0.000	0.100	0.100	0.100	0.000		
4.H. Species/ Habitat Protection	0	10	10	0.000	1.000	1.000	0.100	0.000	0.100	0.100		
4.I. Potential or Threatened Violation	0	10	10	0.000	1.000	1.000	0.100	0.000	0.100	0.100		
4.J. Other Impacts	10	10	10	1.000	1.000	1.000	0.100	0.100	0.100	0.100		

Table E1-26. Score Results: Environmental Impact MOE

(6) Table E1-27 shows the Environmental Impact score for each option, which is then weighted by 20% (weight factor from Figure E1-2)

Score Results	Data from Table E1-10, E1-16, E1-22 & E1-26			Weighted Value	Normalized-Weighted							
	1	2	3		1	2	3					
<b>Homeport Alternatives Score</b>										<b>63.6%</b>	<b>61.3%</b>	<b>72.5%</b>
1. Mission Performance	0.651	0.710	0.832	0.350	0.228	0.248	0.291					
2. Support & Maintenance	0.625	0.297	0.782	0.250	0.156	0.074	0.195					
3. Quality of Life	0.640	0.470	0.640	0.200	0.128	0.094	0.128					
4. Environmental Impact	0.620	0.980	0.550	0.200	0.124	0.196	0.110					

Table E1-27: Score Results: Homeport Alternatives Analysis Results

h. Costs. *Note: All costs in this example are for illustrative purposes only and do not reflect any actual costs. The Homeport Planning Team will ensure cost estimates are developed in accordance with References (d), (k), and all other applicable guidance.*

(1) The Cost MOE criteria capture both non-recurring and recurring costs for each homeport option to determine cost effectiveness.

(a) Non-recurring Costs. These include one-time costs associated with the procurement, construction, or expansion of facilities and any Permanent Change of Station (PCS) costs that would be incurred when relocating vessels to a particular homeport.

*NOTE: Facilities cost estimates will be developed in accordance with Reference (d) and estimates on buildings will be based on space standards in accordance with Reference (e).*

(b) Recurring Costs.

(i) Transit Fuel costs. This normally consists of the fuel costs expended in transit days to and from the primary AOR/OPAREA. Fuel costs while

operating in the AOR would be common for each option and are not included in the calculations.

- (ii) Crew Personnel costs. This criterion factors in the personnel cost of the crew and MWA/MWD personnel (if applicable), accounting for the different costs based on location (e.g., Basic Allowance for Housing (BAH), Cost of Living Allowance (COLA), and housing costs).
- (iii) Facility costs. Reference (d) provides guidance for cost estimates for annual shore facility maintenance and utilities.

(2) Non-recurring Facilities Costs. The cost analysis should consider all construction costs required to locate a vessel or vessels at a particular facility. The SILC will determine the non-recurring pier, warehouse, parking, shore tie, and roadway requirements for each location. The SILC will also calculate, in accordance with Reference (d), the non-recurring construction costs and recurring costs for the facilities required at each homeport. These costs can vary significantly from one geographic area to another. In addition, the cost analysis should consider the non-recurring dredging requirements as well as any housing construction required as a result of locating a vessel at the candidate homeport. Table E1-28 provides an example of per cutter non-recurring cost for the three options used as a sample in this Manual.

Homeport	Total Non-recurring Facilities Cost	Total Non-recurring Facilities Cost per cutter
Option 1	\$19,600,000	\$6,533,333
Option 2	\$15,600,000	\$15,600,000
Option 3	\$23,000,000	\$4,600,000

Table E1-28. Per Cutter Non-recurring Facilities Cost Example

- (3) Non-recurring Personnel Costs. This would primarily involve any PCS costs incurred when relocating vessels to a particular homeport.  
*NOTE: The example in this Manual assumes a homeport decision for new cutters was made and PCS costs were not included.*
- (4) Recurring Costs.
  - (a) Fuel Costs. Table E1-29 shows an example of fuel cost per cutter related to distance to primary AOR for each homeport option.

Homeport	Transit Miles	Annual Transit Costs - Fuel
Source	Table E1-4	
Option 1	3024	\$486,864
Option 2	2370	\$381,570
Option 3	660	\$106,260
Notes: 1. Distance to primary AOR (Table E1-4) * 2 (round trip) * 3 (annual deployments) 2. Fuel consumption of 13,900 gallons per day at SOA of 12.5 knots. Gallon per NM= (13,900/24/12/5)= ~46 gal/nm 3. Fuel costs estimated at \$3.50 cents per gallon Fuel Cost = (Transit Miles)*(Gal per nm)*(Cost/Gal)		

Table E1-29. Transit-Related Fuel Costs Example

- (b) Personnel Costs. These costs include the annual personnel costs for the crew and shoreside maintenance support billets if cutters are clustered. Some of the main cost components include the total number of billets, the COLA for the area, and the BAH for the area. A housing survey provides important information for the homeport study and determines the related housing costs for each candidate homeport. Table E1-30 provides an example of cutter crew personnel, and Table E1-31 provides an example of MWA/MWD personnel costs for each option. Table E1-32 is an example of the total personnel costs for each option. All project cost estimates must include life-cycle costs in accordance with OMB Circular A-94.

*NOTE: When centralized support is considered as part of the homeport initiative, the recurring personnel costs will include travel costs for maintenance teams and other costs incurred by the centralized support approach.*

Annual Crew Personnel Costs by Funding Source (Cost represent the potential number of cutters clustered at port)							
Homeport	AFC 01*	AFC 08	AFC 20	AFC 30	AFC 56	AFC 57	Total
Option 1 (3 cutters)	\$7,800,000	\$0	\$296,000	\$790,000	\$122,000	\$792,000	\$9,800,000
Option 2 (1 cutter)	\$2,600,000	\$0	\$202,000	\$272,000	\$88,000	\$238,000	\$3,400,000
Option 3 (5 cutters)	\$13,000,000	\$0	\$205,000	\$1,400,000	\$120,000	\$175,000	\$14,900,000

Table E1-30. Annual Crew Cost Example

Annual Shoreside Maintenance Support Personnel Costs by Funding Source								
Homeport	AFC 01*	AFC 08	AFC 20	AFC 30	AFC 56	AFC 57	Total	Cost/Cutter
Option 1	\$710,000	\$396,000	\$109,000	\$82,000	\$35,000	\$68,000	\$1,400,000	\$466,667
Option 2	0	0	0	0	0	0	0	0
Option 3	\$1,100,000	\$661,000	\$182,000	\$137,000	\$106,000	\$114,000	\$2,300,000	\$460,000

Table E1-31. Annual Shoreside Maintenance Support Personnel Costs Example.

Homeport	Annual Cutter Personnel Costs (per cutter)	Annual MWA/MWD Personnel Costs (per cutter)	Total Annual Personnel Costs (per cutter)	Life Cycle Cost (Personnel) (25 Years)
Source	Table E1-30/#cutters	Table E1-34		
Option 1	\$3,266,667	\$466,667	\$3,733,333	\$43,493,333.33
Option 2	\$3,400,000	\$0	\$3,400,000	\$39,610,000.00
Option 3	\$2,980,000	\$460,000	\$3,440,000	\$40,076,000.00

Table E1-32. Total Recurring Personnel Costs Example

(c) Recurring Facilities Costs. Reference (d) provides cost estimate guidance for annual facility maintenance and utility costs. Table E1-33 shows sample annual recurring and life cycle facilities costs

Homeport	Total Non-recurring Facilities Cost per cutter	Annual Facilities Cost per cutter	Life Cycle Recurring Facilities Cost per cutter
Option 1	\$6,533,333	\$196,000	\$2,283,400
Option 2	\$15,600,000	\$468,000	\$5,452,200
Option 3	\$4,600,000	\$138,000	\$1,607,700
<i>Annual Maintenance Costs = .03*Non-Recurring Facilities Cost = \$196K</i>			
<i>Discounted Life Cycle Costs = Annual Facilities Costs * Discount Factor (11.65)</i>			

Table E1-33. Recurring Facilities Costs Example

(d) Total recurring costs. The total recurring cost consists of the transit fuel costs (Table E1-29), the recurring facility costs (Table E1-33), and the recurring personnel costs (Table E1-32). Table E1-34 displays of an example of the total recurring cost metric.

Homeport	Recurring Transit Fuel	Annual Personnel Costs (per cutter)*	Annual Facility Costs (per cutter)	Total Annual Costs (per cutter)	Life Cycle Cost (25 Years)
Source	Table E1-29	Table E1-32	Table E1-33		
Option 1	\$486,864	\$3,733,333	\$196,000	\$4,416,197	\$51,448,698.93
Option 2	\$381,570	\$3,400,000	\$468,000	\$4,249,570	\$49,507,490.50
Option 3	\$106,260	\$3,440,000	\$138,000	\$3,684,260	\$42,921,629.00

Note: \*Includes MVA/MWD personnel costs for options 1 & 3

Table E1-34 –Total Recurring Costs Example

- (5) Total costs. The final cost analysis provides a life cycle cost comparison by combining the non-recurring costs with recurring costs for each homeport option and utilizing a discount factor in accordance with OMB Circular A-94. Table E1-35 shows the life cycle costs for the sample used in this Manual.

Homeport	Costs		
	Non-recurring Costs	Recurring Costs	Total Life Cycle Costs
Option 1	\$6,533,333	\$4,416,197	\$57,982,032
Option 2	\$15,600,000	\$4,249,570	\$65,107,491
Option 3	\$4,600,000	\$3,684,260	\$47,521,629

Table E1-35 –Life Cycle Costs for Homeport Options Example

i. Overall Evaluation.

- (1) Table E1-36 shows the analysis results combined into one final matrix. This matrix highlights the scores for all of the homeport candidates in the various categories.
- (2) In the example represented in Table E1-36, two of the homeport candidates were able to accommodate more than one vessel, leading to possible savings from vessel clustering. Therefore, for comparison purposes, the life cycle costs are shown as per-vessel cost.
- (3) The assessment of the four non-cost MOEs (Mission Performance, Support/Maintenance, Quality of Life, and Environmental Impact) indicate that Homeport Option 3 is the best overall choice. The cost evaluation supports Option 3 as the least costly of the options. So in this example, Option 3 would be the most likely recommendation from the Homeport Planning Team. However, in more complex initiatives, the assessment of the four non-cost MOEs may not align with the least costly option. In those cases, the Homeport Planning Team would have to conduct a cost-benefit analysis to determine which option presents the best value to the Coast Guard.

Enclosure (1) to COMDTINST M3111.1

Homeport	Mission Performance Score	Support/Maintenance Score	Quality of Life Score	Environmental Score	Preliminary Rank (four non-cost MOEs)	Costs		
						Non-recurring Costs	Recurring Costs	Total Life Cycle Costs
Option 1	22.80%	15.60%	12.80%	12.40%	63.6% (Second)	\$6,533,333	\$4,416,197	\$57,982,032
Option 2	24.80%	7.40%	9.40%	19.60%	61.3% (Third)	\$15,600,000	\$4,249,570	\$65,107,491
Option 3	29.10%	19.50%	12.80%	11.00%	72.5% (First)	\$4,600,000	\$3,684,260	\$47,521,629

Table E1-36. Analysis Summary (Final Matrix) Example

## CUTTER HOMEPORT DECISION PROCESS TRACKING TEMPLATE

Task	Responsibility	Est. Duration	Start	Finish	Comment
<b>Inputs</b>		<b>N/A</b>			
Mission Analysis Information		N/A			
Force Allocation Information		N/A			
Logistics Planning Information		N/A			
<b>Identification Phase</b>	<b>COMDT (CG-751)</b>	<b>6-12 months</b>			
Tasking Letter to CG-43	COMDT (CG-751)	2 weeks			
Tasking Letter to SILC	COMDT (CG-43)	2 weeks			
Tasking Letter to Applicable CEU(s)	SILC	2 weeks			
Planning Tasks	CEU Planner	6-12 months			
Cluster Decision	CEU Planner	6-12 months			Accomplished in Parallel
Potential Homeport Candidate Identification	CEU Planner	6-12 months			Accomplished in Parallel
Draft Cutter Homeport Feasibility Study	CEU Planner	6-12 months			Accomplished in Parallel
Draft DD1391	SILC	12-18 Months			Accomplished in parallel
Draft Decision Memo	COMDT (CG-751)	1 month			
<b>Approval (if needed at this time)</b>		<b>4 - 6 months</b>			
Field Endorsements		2 - 3 months			Concurrent with Headquarters Staff Endorsements
Headquarters Staff Endorsements		2 - 3 months			Concurrent with Field Endorsements
Operations and Mission Support Deputy Commandant Endorsements		1 - 2 months			
Commandant Approval		1 month			
<b>Evaluation Phase</b>	<b>SILC</b>	<b>7½ - 23½ months</b>			
Tasking Letter to COMDT (CG-43)	COMDT (CG-751)	2 weeks			
Tasking Letter to SILC	COMDT (CG-43)	2 weeks			

Table E2-1- CHDP Tracking Template

Enclosure (2) to COMDTINST M3111.1

<b>Task</b>	<b>Responsibility</b>	<b>Est. Duration</b>	<b>Start</b>	<b>Finish</b>	<b>Comment</b>
Tasking Letter to Applicable CEU(s)	SILC	2 weeks			
Planning Tasks		4 - 20 months			
Data Collection	CEU Planner	1 month			
Analysis	CEU Planner	3 - 19 months			
Mission Performance	CEU Planner	3 months			Accomplished in Parallel
Support/Maintenance	CEU Planner	3 months			Accomplished in Parallel
Quality of Life	CEU Planner	3 months			Accomplished in Parallel
Environmental Impact	CEU Planner	3 - 19 months			Accomplished in Parallel
NEPA Documentation Preparation	COMDT (CG-751)				Follows Environmental Impact, extends through Planning Proposal
NEPA Documentation Review	COMDT (CG-47)				
Economic Costs	CEU Planner	3 months			Accomplished in Parallel
Preliminary Rankings	CEU Planner	1 month			Accomplished in Parallel with Analysis Tasking
Draft DD1391	SILC	12-18 Months			Accomplished in parallel
Draft Decision Memo	COMDT (CG-751)	2 weeks			Concurrent with Planning Proposal
<b>Approval Phase</b>		<b>4 - 6 months</b>			
Field Endorsements		2 - 3 months			Concurrent with Headquarters Staff Endorsements
Headquarters Staff Endorsements		2 - 3 months			Concurrent with Field Endorsements
Operations and Mission Support Deputy Commandant Endorsements		1 - 2 months			
Commandant Approval		1 month			

Table E2-1- CHDP Tracking Template (Continued)

**EXAMPLE DECISION MEMO**



Commandant  
United States Coast Guard

2100 2<sup>nd</sup> Street SW Stop 7359  
Washington, DC 20593-7359  
Staff Symbol: CG-7  
Phone: (202) 372-2020  
Fax: (202) 372-2902

16000

JUN 20 2012

**MEMORANDUM**

From: *M.E. Butt*  
M. E. Butt, RDML  
CG-7

Reply to CG-7514  
Attn of: LT J. Nadolny  
(202) 372-2360

To: CCG *7/15/2012*

Thru: (1) DCO-D *used for 4/27*  
(2) DCO *used for (tri) 6/27 (operations)*  
(3) DCMS *concur on 7/3/12*  
(4) VCG *JA 7/13*

Subj: DECISION MEMO - USCGC DIAMONDBACK (WPB-87370) HOMEPORT CHANGE

Ref: (a) CGD SEVEN memo 11410 of 16 Mar 12

1. ISSUE. This memo recommends authorization for CGC DIAMONDBACK to change its homeport location from Miami Beach, FL to Mayport, FL.
2. BACKGROUND. As outlined in reference (a), the northernmost portion of the Seventh District's area of responsibility (AOR) maintains four 87' WPBs between Sector Charleston and Sector Jacksonville. Each Sector must keep one 87' WPB in a high readiness status to meet offshore search and rescue coverage. This requirement strains the limited patrol boat resources during periods of depot level maintenance or casualty repair. Relocating CGC DIAMONDBACK from Sector Miami to Sector Jacksonville will ease the patrol boat resource strain in the northern AOR without adversely impacting Sector Miami's operational readiness.
3. RECOMMENDATION: Sector Jacksonville can accommodate the arrival of CGC DIAMONDBACK with minimal cost for facility improvements. The Seventh District recommends and Atlantic Area concurs with relocating CGC DIAMONDBACK. I recommend changing CGC DIAMONDBACK's homeport to Sector Jacksonville.

- a. Relocate CGC DIAMONDBACK from Miami Beach, FL to Mayport, FL in AY13.

Approve *[Signature]* Disapprove \_\_\_\_\_ Date *15 JULY 2012*

#

Copy: CG LANTAREA (LANT-3)  
CGD SEVEN (d, dr, dx)  
CG SECTOR MIAMI  
CG SECTOR JACKSONVILLE  
COMDT (CG-1B3), (CG-1223), (CG-4), (CG-43), (CG-44), (CG-45), (CG-6),  
(CG-751), (CG-771), (CG-81), (CG-82), (CG-0921), CG-C4ITSC, CG-PSC,  
SFLC-PBPL