

Sub-Millimeter Wave VLBI Project Meetings Wed 13 Jul 2011 and Thu 14 Jul 2011

Rev	Date	Who	Comments
A	2011-07-08	jee	Initial
B	2011-07-08	AP	I've added one (possible) agenda item for 14-Jul (Thurs) and consolidate two bullets under FE Electronics Chassis Kit.
C	2011-07-12	jee	Minor changes
D	2011-07-12	jee	Added Ephraim Ford and Bill Shillue
E	2011-07-13	jee	Added action items
F	2011-07-13	jee	Added back end issues
G	2011-07-14	jee	Changed rooms for 2011-07-14 and added VDI tour details

Agenda for Meetings with Ted Huang					
Date	Time Local	Time UTC	Location	Details	Who
Wed 13 Jul 2011	09:00 – 10:00	13:00 – 14:00	NTC Penthouse	General Discussions	Thacker Effland Perfetto
Wed 13 Jul 2011	10:00 – 12:00	14:00 – 16:00	NTC Penthouse	Video Conference with Ming-Tang Chen: <ul style="list-style-type: none"> • Band 6 CCA and WCA • Band 7 WCA • Band 9 WCA • Bias boxes • FE Electronics Chassis Kit • FE chassis frame. • LO phase reference system. 	Thacker Effland Perfetto Michalski
Wed 13 Jul 2011	12:00 – 13:30	16:00 – 17:30	??	Lunch	Thacker Effland Perfetto Michalski Shannon
Wed 13 Jul 2011	13:30 – 14:30	17:30 – 18:30	??	Tour of NTC	Thacker Effland Perfetto

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Agenda for Meetings with Ted Huang					
Date	Time Local	Time UTC	Location	Details	Who
Wed 13 Jul 2011	14:30 – 17:30	18:30 – 21:30	NTC Penthouse	Continuing discussions: <ul style="list-style-type: none">• LO phase reference system.	Ephraim Ford Bill Shillue
Wed 13 Jul 2011	18:30 -	22:30	Skip's Home	Dinner	Thacker ??

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Agenda for Meetings with Ted Huang					
Date	Time Local	Time UTC	Location	Details	Who
Thu 14 Jul 2011	09:00 – 09:30	13:00 – 13:30	Morgan's Office or Conf Room 200	Discussions with Morgan McLeod concerning software	M. McLeod
Thu 14 Jul 2011	09:30 - 10:00	13:30 – 14:00	Conf Room 200	Discussions with Jack Meadows concerning Antenna Test Facility	J. Meadows
Thu 14 Jul 2011	10:00 – 16:00	14:00 – 20:00	VDI	Tour of VDI	K. Saini
Thu 14 Jul 2011	16:00 – 17:00	20:00 – 21:00	?? (Penthouse in use)	General Discussions: <ul style="list-style-type: none"> • Draft SOW? • Visit VDI? • Antenna testing? (), Holography, photogrammetry, OPT, etc... 	Mangum & Symmes are on vacation

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Action Items for Sub-Millimeter Wave VLBI Project			
AI Num	Who	Required Completion Date	Description
1	Michalski	Fri 15 Jul 2011	Contact Ted Miller concerning ALMA contract with EA-FEIC
2	Effland	Wed 13 Jul 2011	Language for RFQ concerning components not available anywhere else
3	Asiaa	??	Provide RFQ
4	Asiaa	??	Evaluate WVR requirements (for reference only – no NRAO involvement)
5	Michalski	30 – 60 days	Components FFP quote
6	NRAO	60 days	WCAs FFP quote
7	NRAO	60 – 90 days	Budgetary quotes, including <ul style="list-style-type: none"> • List of recommended spares and costs
8	NRAO	60 – 90 days	Budgetary quotes
9	Asiaa	??	Send Bob Dickman (New Business Office) an e-mail requesting a study of applying ALMA technology to Submillimeter Wave VLBA project
10	Ephraim Ford	30 – 60 days	Define backend interface for VLBI recorder
11	NRAO	??	Define LO system: Minimum step size?
12	NRAO	??	Do we need path-length correctors?
13	NRAO	??	Replace 5 MHz reference with Maser reference

List of Deliverables:

- SOW
- ICD, at least for Back-end
- Operating Manuals?
- Repair Manuals?
- Band 6 CCA
- Band 3 WCA (option)

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- Band 6 WCA
- Band 7 WCA
- Band 9 WCA
- Bias boxes (band 6, 7, 9)
- Bias boxes band 3 Optional
- Complete FE electronics kit
- FESS Plate
- FE chassis frame
- Photomixers Wait for BE discussion
- Holography Receiver? No tower now at ATF
- Equipment will be tested in Socorro first