

HEALTH PROTECTION CONDITION REFERENCE GUIDE FOR DOD PERSONNEL IN THE NATIONAL CAPITAL REGION

During the COVID-19 Pandemic

Pentagon and Mark Center



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Introduction

This guide, and its online version at www.whs.com/covid-19, provides Pentagon and Mark Center tenants with information on services, procedures and requirements relative to the Pentagon's designated health protection condition (HPCON) level as determined by the Director of Administration and Management (reference Appendix for DA&M HPCON framework memo, 17 June 2022). Note: Raven Rock Mountain Complex will follow the CDC COVID-19 Community Level for its local jurisdiction.

The guide aims to simplify guidance and inform tenants about safety measures, accessibility and availability of facilities, services, and resources during each of the HPCON levels.

This guide aligns with the DA&M HPCON level determination guidance for the Pentagon Reservation:

Current Force Health Protection Guidance: For the most relevant and up-to-date Force Health Protection Guidance and Pentagon Personnel Guidance visit: https://www.defense.gov/Spotlights/Coronavirus-DOD-Response/Latest-DOD-Guidance/

The following will be referred to throughout this guide as:

Guidance A:

DA&M 17 June 2022 Memorandum, Coronavirus Disease 2019 – Implementing Force Health Protection Measures Aligned with CDC COVID-19 Community Levels on the Pentagon Reservation

Guidance B:

USD(P&R) 4 April 2022 Memorandum, <u>Consolidated Department of Defense Coronavirus Disease 2019 Force Health Protection Guidance (USD(P&R) guidance) 4 April 2022</u>

Also refer to: Centers for Disease Control (CDC) Guidance: COVID Rates by County (COVID Community Levels) https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html

Note: Personnel in leased space throughout the National Capital Region (NCR) should also consult with their Building Manager for any facility-specific guidance.

About Reentering During Various HPCONs

• Specific facility reentry plans depend on organizational needs, the Health Protection Condition level, and force health protection guidance. Personnel should consult with their supervisors, contracting officer's representative (COR) or sponsor for Component-specific or contract-specific information.

Building Services and Facility Cleaning

Heating, Ventilation and Air Conditioning (filtration)

WHS continues to practice its clean air standards in the Pentagon and Mark Center, using air filters specified by the ASHRAE Epidemic Task Force for virus control including COVID-19

Hand Sanitizing Stations

WHS has deployed numerous hand sanitizing stations throughout the Pentagon and Mark Center

Standard Cleaning

Building management provides daily trash pick-up, periodic vacuuming and disinfection in tenant suites. Additionally, building management cleans restrooms multiple times per day with EPA-approved disinfectant products that fight against COVID-19, including ready-to-use sprays, concentrates, and wipes. Custodial staff clean high-contact surfaces in the corridors, stairwells, and elevators daily. Tenants are responsible for cleaning of equipment and surfaces within individual offices and cubicles.

WHS COVID-19 Cleaning Protocols for DoD Components on the Pentagon Reservation, Mark Center (per HPCON level):

WHS has enhanced the custodial cleaning services to:

- Disinfect additional hard touch surfaces in the common areas of the building and restrooms. Assure that custodial staff enforce the proper wearing of face covers, when required, and use of other protective equipment.
- Use Center for Disease Control (CDC) approved cleaning products.
- For cases involving COVID-19 positive individuals, WHS will provide special (electrostatic) cleaning of the space if it has been 3 days or less since the person with the COVID-19 case has been in the space.

 While CDC guidance only requires special cleaning up to 24 hours after the individual has been in the space, WHS will provide special cleaning for the 72-hour period. Special cleaning will only be considered after the submittal of the DD Form 3112 - Personnel Accountability and Assessment Notification for a Public Health Emergency.

DD Form 3112 - Personnel Accountability and Assessment Notification for a Public Health Emergency.

Health and Facility Medical Screening/ Symptom Monitoring from DiLorenzo Tricare Clinic at the Pentagon

Isolation and Quarantine

The <u>COVID-19 DoD FHP Guidance 4 April 2022</u>, [<u>Guidance B</u>], provides guidance and direction on Isolating and Quarantine for service members and civilian personnel.

Reporting and Contact Tracing

Section 4.4 and Section 5.5 of the <u>COVID-19 DoD FHP Guidance of 4</u>
<u>April 2022 [Guidance B]</u>, provides guidance and direction on COVID-19
Reporting and Contact Tracing.

Hygiene

Section 5.1 of the COVID-19 DoD FHP Guidance of 4 April 2022, provides general guidelines on Hygiene to prevent the spread of COVID-19.

Testing

COVID-19 testing is available at both the Pentagon and the Mark Center. Go to https://apps.sp.pentagon.mil/sites/Vaccination/Lists/COVID%20 TESTING/calendar.aspx for information on testing schedules, availability, requirements and procedures. As of August 1, 2022.

Vaccinations

COVID-19 vaccinations are available at the DiLorenzo Tricare Clinic at the Pentagon; this includes vaccine booster shots. Go to https://apps.sp.pentagon.mil/sites/Vaccination/Pages/Home.aspx for information on registering, as of August 1, 2022.

Parking and Transportation

Parking

Parking procedures at the Pentagon, Mark Center and Suffolk buildings returned to normal as of May 1, 2022. Please see CAC-enabled <u>WHS</u> <u>building circular WHS-22-10</u> for more information.

WHS Building Circular WHS-22-10 Transition to Normal Commuter Parking Plan Procedures (April 25, 2022)

Temporary parking clearances may be applicable for the following areas during the various HPCON Levels:

- Pentagon Visitor: Eads St lot & Old Taxi Stand
- Pentagon Personnel: Eads St lot, Old Taxi Stand, and North C lanes 61-62
- Mark Center: Visitor parking area in the North Parking Garage level 1, with overflow on level 7
- Suffolk Building: Visitor spaces
 Tenants of the Pentagon, Mark Center and Suffolk Building may submit parking clearance requests through their Component Parking Representatives (CPR).

Other Parking Considerations

If you receive Mass Transit Benefits, you are allowed to request parking up to 5 days per month.

The Parking Office kiosks are available for walk-in customers in room 2D1039 at the Pentagon and room 03F21 at the Mark Center.

The Parking Management Office also encourages tenants to submit clearances at least 24 hours in advance as parking is on a first-come, first-served basis with the exception of numbered assigned spaces.

Parkers at all locations are required to be registered in the parking database and park in the designated parking area approved on their clearance or permit.

Pentagon Force Protection Agency (PFPA) actively enforces parking procedures and violators are subject to ticketing, boots or towing at the owner's expense.

Questions or concerns can be directed to the below Mailboxes or by calling the Parking office:

Pentagon: whs.parking@mail.mil
Telephone Number: 703-697-6251
Pentagon Parking Office Hours: 7:00am - 4:30pm
Mark Center/Suffolk: whs.mc-parking@mail.mil
Telephone Number: 571-372-7100
Mark Center/Suffolk Office Hours: 7:30am - 4:00pm

Transportation

Please visit https://my.whs.mil/services/transportation-management-program for the most up-to-date transportation information

DoD Shuttle Service

As of August 1, 2022, DoD Shuttles may be operating with modified schedules based on demand and ridership. Some routes remain suspended or on reduced schedules. DoD Shuttles follow CDC and Transportation Security Administration (TSA) guidelines on riding shuttle buses and using mass transit hubs at DoD facilities. For details on DoD Shuttles' operating status, plans and policies during COVID-19, please refer to the WHS Welcome Back to the Pentagon Reservation Transportation Plan at https://www.whs.mil. Please note that this information is subject to change.

DC Metro (WMATA)

As of August 1, 2022, Metro had restored most bus services to pre-COVID-levels and all Metrorail lines are operating with schedule adjustments due to the 7000 series train operating status. Also, face masks and their requirements will update based on the COVID community levels and are currently optional on Metrorail, Metrobus and MetroAccess for its customers. For details or updates, please visit https://www.wmata.com

VRE Operating Status

As of August 1, 2022, all VRE services are operating regular service. Also, VRE passengers and crew members are no longer required to wear a mask onboard trains. Masks are optional and VRE will continue to support those passengers and crew members who wish to wear a mask. For details or updates, please visit https://www.vre.org.

MARC Operating Status

As of May 6, 2022, all MARC train services are operating regular schedules. For details or updates, please visit https://www.mta.maryland.gov/schedule?type=marc-train for updates to operating status. Per changes in TSA Security Directives, masks are now optional on all MDOT MTA buses, trains, and Mobility vehicles.

FAQS

What is the CDC COVID-19 Community Level for the Pentagon and the Mark Center?

For the purposes of the CDC COVID-19 Community Level, the Pentagon and Mark Center are located in Arlington County, Virginia.

What is the CDC COVID-19 Community Level?

An overview of the CDC COVID-19 Community Levels is available at: https://www.cdc.gov/coronavirus/2019-ncov/science/community-levels. https://www.cdc.gov/coronavirus/2019-ncov/science/community-levels.

How do I find the CDC COVID-19 Community Level for the Pentagon Reservation?

(COVID-19 Community Levels) https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html

What if my workplace is outside the COVID-19 Community Level for the Pentagon?

Pentagon Reservation facilities located in other counties or municipalities will use the Arlington County CDC COVID-19 Community Levels rather than the locality in which the facility resides for their respective CDC COVID-19 Community Level unless their CDC COVID-19 Community Level is higher than the Arlington County level. Raven Rock Mountain Complex will follow the CDC COVID-19 Community Level for its local jurisdiction.

HPCONs

These tables summarize what personnel can expect or what is required at each HPCON level based on the guidance referenced above.

The tables cover: building occupancy rates, masking, social distancing, health screenings, illness reporting, amenities and services availability, and large gatherings.

HPCON level determinations for COVID-19 are based on the CDC COVID-19 Community Levels reported by the CDC, which include screening levels that make use of new case-rates and health care systems-related information. HPCON Levels A, B, C, D correspond directly to CDC COVID-19 Community Levels of low, medium, high, and high plus other factors, respectively. The Director, Administration and Management (DA&M) is the authority to determine and implement HPCON levels for the Pentagon Reservation as detailed in Guidance A.

Pentagon Reservation Services and Restrictions by HPCON Level

HPCON Level	ALPHA (Limited)	BRAVO (Moderate)	CHARLIE (Substantial)	DELTA (Severe)
CDC COVID-19 Community Level	Low	Medium	High	High and other factors to include substantial loss of medical capabilities in the local community (see also Consolidated DoD Coronavirus Disease 2019 Force Health Protection Guidance, April 4, 2022)
Onsite Occupancy Cap	<100%	<80%	<50%	<25% or mini- mum required onsite for essen- tial operations

HPCON Level	ALPHA (Limited)	BRAVO (Moderate)	CHARLIE (Substantial)	DELTA (Severe)
Telework and Vulnerable Employees	Telework as appropriate	Liberal tele- work where possible especially for individuals who self-identify as immunocom- promised or being at high risk for severe disease	Maximize telework	Maximize tele- work and shelter in place to the greatest extent practicable; limit onsite personnel to the minimum required for essential opera- tions
Entrance Screening	Maintain ability to conduct surveillance screening; increase screening as appropriate for military, employees, contractors and visitors	100% surveillance screening of Pentagon visi- tors and those with temporary badges	100% surveil- lance screening of Pentagon visitors and those with tem- porary badges Tenants and visitors are required to self-monitor symptoms and remain out of the workplace if positive.	100% surveil- lance screening of Pentagon visitors and those with temporary badges Tenants and visitors are required to self-monitor symptoms and remain out of the workplace if positive Consider limiting Pentagon access points and implementing other survel- liance measures as necessary
Visitors	Visitor access is not limited; visitors are not required to attest to their vaccination status (DD Form 3150)	Visitor access is not limited; visitors must attest to their vaccination status (DD Form 3150)	Limit visitor access for non-essential mission-related / operation- al activities; visitors must attest to their vaccination sta- tus (DD Form 3150)	Limit visitor access to only those required for mission es- sential activities; visitors must attest to their vaccination status (DD Form 3150)

HPCON Level	ALPHA (Limited)	BRAVO (Moderate)	CHARLIE (Substantial)	DELTA (Severe)
Testing	Diagnostic and screening testing are available by appointment	Proof of screening test- ing is required for unvaccinat- ed personnel (test results within 72 hours of visit or weekly if rou- tinely working onsite (1 or more days per week)	ing testing is required for unvaccinated personnel test results within 72 hours of visit or weekly if rouinely working onsite (1 or more days per week) ing testing is required for unvaccinated personnel (test results within 72 hours of visit or weekly if routinely working onsite (1 or more days per week)	
Face Masks & Physical Distancing Indoors	Indoor mask-wearing is not required/ optional regardless of vaccination status; main- tain physical distancing whenever possible	Indoor mask-wearing is not required/ optional regardless of vaccination status; main- tain physical distancing whenever possible	Indoor mask-wearing is required regardless of vaccination status; maintain physical dis- tancing when- ever possible	Indoor mask-wearing is required regard- less of vacci- nation status; ensure physical distancing
Large Gatherings	≥50 persons is permitted	≥50 persons is permitted; meeting organizer will require all attendees to show a completed DD Form 3150; attendees not fully vaccinated must show proof of a negative COVID-19 test within 72 hours prior to the meeting	≥50 persons requires advanced written approval by DA&M meeting organizer will require all attendees to show a completed DD Form 3150; attendees not fully vaccinated must show proof of a negative COVID-19 test within 72 hours prior to the meeting. Limit meetings and social gatherings to less than 50% room occupancy	Restrict or suspend social gatherings to the greatest extent possible; Corridor Apexes, Hall of Heroes, Auditorium, and PLCC are closed to gatherings

HPCON Level	ALPHA (Limited)	BRAVO (Moderate)	CHARLIE (Substantial)	DELTA (Severe)
Concessions/ Seating	Operations and seating options are normal, with adherence to increased sanitation and appropriate physical dis- tancing	Indoor seating is permitted, but may be limited due to disinfecting tables between patrons and physical distancing	Indoor seating is not permit- ted; dining is limited to take-out or pre-packaged foods only	All non-mission essential-related concessions operations are closed
Pentagon Athletic Center & Annexes	Open to all members at normal capac- ity, adhering to sanitation protocols with physical distancing whenever possible	Open to all members at normal capac- ity, adhering to increased sanitation protocols with physical distancing whenever possible	Pentagon Athletic Center and annexes are open at re- duced capacity by reservation only; limit max- imum occupan- cy (members and staff) to ensure physical distancing and limit potential exposure to disease	Pentagon Athletic Center and annexes are closed
Pentagon Tours	Open for public tours, subject to OSD PA and PFPA guidance	Open for public tours, subject to OSD PA and PFPA guidance	Closed to public tours	Closed to public tours
Pentagon Memorial	Open to the public	Open to the public	Open to the public; emplace signage to en- courage physi- cal distancing	Consider closing to the public

NOTE: For the purposes of HPCON determination, buildings and facilities that are part of the Pentagon Reservation will follow the CDC Community Level for Arlington County, VA, with the exception of Raven Rock Mountain Complex

NOTE: Changes to parking procedures at the Pentagon and Mark Center are no longer linked to HPCON but based on availabilty of mass transit; changes will be published as appropriate.

DoD Civilian Employee Assistance Program (EAP)

The EAP program, sponsored by WHS, offers no cost, confidential services to help with daily as well as more complex issues to include coaching; counseling; online resources for help with depression, anxiety, insomnia, and substance use. Available 24/7/365 to you and your household members.

Please call EAP Toll Free Number 1-866-580-9046.

Pentagon Chaplain's Office

Religious support is provided to service members and DoD civilians assigned to the Pentagon. The Pentagon Chapel (1E438) and the Prayer Room (2D658) remain open for individual prayer and reflection (during the low risk HPCONs). To request pastoral care or counseling, call for an appointment submit a prayer request, or to find available religious services.

Email: usarmy.pentagon.hqda-pentchap. mbx.pentagon-chaplain@army.mil, or Call (703) 695-3336 or (703) 692-9376 for more information on services and times.

General Points-of-Contact (from Welcome to Pentagon guide page 59) https://2021dodtransition.defense.gov/Portals/42/Documents/welcome2021FINAL.pdf?ver=TvNWY0q9bbR_SGfaqeStTg%3d%3d

General Points of Contact at the Pentagon

DoD Operator	703-545-6700
Emergency	703-697-5555
(24 hours/7 days a week) or 911 from a landline	

- Pentagon Force Protection Agency
- Pentagon Operations Center
- Health
- Fire
- Police

PFPA can also be reached by dialing 911 from a landline inside the Pentagon. You will be connected with the Pentagon Force Protection Agency Pentagon Operations Center who can connect you to local emergency services.

Other Points of Contact

9/11 Memorial (e.g., Wreath Laying Ceremonies)703-697-7351
Pentagon Athletic Center
Auditorium Reservations
https://pntauditsched.army.mil/Default.aspx
Pass Office (Pentagon Access Control Office)703-695-5923
Benefits and Work-Life Division (BWD)703-659-6493
BWD SharePoint
https://whs.sp.pentagon.mil/HRD/Benefits/SitePages/ Home.aspx
Employee Benefitswhs.benefits@mail.mil
WorkLife Programswhs.mc-alex.ad.mbx.work-life@mail.mil
Buildings Operations Control Center703-614-1597
Conference Center
DiLorenzo TRICARE Health Clinic
Human Resources, Labor & Employee Relations703-695-5923
Inspector General Hotline (fraud, waste, and abuse)800-424-9098
www.DoDig.mil/hotline
Library (in the PLC2)703-695-1992

(the online "Ask a Librarian" service can be accessed at www.whs.mil/Library and is monitored from 7:30 am-4:00pm Monday through Friday.)

Office of the Pentagon Fire Marshal	
Parking Management Office (WHS FSD)	5 02 (0 5 (25 4
(normal duty hours parking only)	/03-697-6251
Parking Control Pentagon Force Protection Agence	y
Pentagon Operations Center (after-duty-hours parking)	703-697-1001
Pentagon Building Management Office	703-697-7351
Pentagon Force Protection Agency (non-emergency)	
Pentagon Operations Center	703-697-1001
Pentagon Tours	703-697-1776
People with Disabilities Program	571-256-4504
Records Managementhttps://www.archives.gov/records	-mgmt/agency/
departments/defense.html	
Scooter Program (mobility impairment)	703-693-3683
Security Hotline	703-697-1001
Security Review	
(DoD pre-publication/export control review)	703-614-5001
Shuttle Bus	571-372-7124
Mass Transportation Benefit Program (MTBP)	571-256-0962
(Shuttle Bus Office personnel are currently teleworking. Pl message or email the staff at mail to: <u>whs.pentagon.fsd.mb</u>	lease leave a
bus@ mail.mil)	
Standards of Conduct Office	
SOCO office personnel are partially officework. The office office personnel are partially officework. The office office of the o	est way to reach
Stress Management Team	
Travel—Defense Travel Management Office	571-372-7575

Appendix	



DIRECTOR OF ADMINISTRATION AND MANAGEMENT 1950 DEFENSE PENTAGON WASHINGTON, DC 20301-1950

June 17, 2022

MEMORANDUM FOR SENIOR PENTAGON LEADERSHIP DEFENSE AGENCY AND DOD FIELD ACTIVITY DIRECTORS

SUBJECT: Coronavirus Disease 2019 – Implementing Force Health Protection Measures
Aligned with CDC COVID-19 Community Levels on the Pentagon Reservation

The Director of Administration and Management is responsible for determining the appropriate Health Protection Condition (HPCON) level for the Pentagon Reservation and implementing measures aligned with that level, as reflected in the April 4, 2022 Under Secretary for Personnel and Readiness memorandum, "Consolidated Department of Defense Coronavirus Disease 2019 Force Health Protection Guidance" ("FHP guidance"). As the DoD HPCON framework is now aligned to the Centers for Disease Control and Prevention (CDC) COVID-19 Community Levels, I will no longer routinely issue memoranda changing HPCON levels for the Pentagon Reservation.

The CDC posts COVID-19 Community Levels each week (currently Thursdays by 8 pm) at https://www.cdc.gov.coronavirus/2019-ncov/your-health/covid-by-county.html. The DA&M will monitor the CDC site to determine the appropriate HPCON level and implement appropriate workplace safety protocols aligned with that level, effective 0500 on Monday of the following week (or Tuesday if Monday is a Federal holiday). The DA&M will notify Pentagon Reservation tenants via electronic alerts of any change and will post updates at Pentagon entrances. Commanders and supervisors may implement additional, more stringent requirements than those in the FHP guidance, as appropriate, to mitigate risk.

For the purposes of the CDC COVID-19 Community Level, the Pentagon is located in Arlington County, VA. Except as noted below, Pentagon Reservation facilities located in other jurisdictions will use the Arlington County CDC COVID-19 Community Level rather than the jurisdiction in which the facility resides, unless that jurisdiction's CDC COVID-19 Community Level is higher than the level for Arlington County. Raven Rock Mountain Complex will follow the CDC COVID-19 Community Level for its local jurisdiction.

The attached tables are provided to assist with determining the appropriate HPCON level and implementing measures aligned with that level. In the event FHP guidance differs from the tables. FHP guidance is controlling.

My points of contact for this are Tom Muir, thomas.m.muir.civ@mail.mil, (703) 692-7046 (direct) or (703) 692-7138 (office) or Curt Masiello, curtis.m.masiello.civ@mail.mil, (571) 372-6955.

Michael B. Donley

Attachments: As stated

ce: SATSD for Protocol CEO, Armed Forces Retirement Home

Table 1: HPCON Measures: Occupancy, Masking, Testing, Vaccination Status, and Gatherings

	COVID-19 Community Levels and the Pentagon Reservation*									
COVID-19 Community Level	HPCON Level	Onsite Occupancy Cap and Telework**	Mask Wearing Indoors Regardless of Vaccination Status	Weekly Screening Testing for DoD Civilian Employees and Service Members Not Fully Vaccinated	Contractor Use of DD Form 3150 and Weekly Screening Testing	Visitor Use of DD Form 3150 and Proof of Negative COVID-19 Test Within 72 Hours if Not Vaccinated	Meetings, Events and Conferences			
Low	Alpha	<100% Telework as appropriate	Not required	Not required	Not required	Not required	No limit on number of personnel as space permits			
Medium	Bravo	Liberal telework where possible especially for individuals who self- identify as immuno- compromised or being at high risk for severe disease	Not required	Required	Required	Required	No limit on number of personnel as space permits; attendees must show a completed DD Form \$150 and present a negative test result if not vaccinated			
High	Chartie	<50% Maximize telework	Required				50 person limit or exception from DA&M attendees must show a completed DD Form 3150 and present a negative test result if not vaccinated			

*Supervisors will ensure that individuals maintain at least six feet of separation in DoD workplaces whenever possible and regardless of the CDC COVID-19 Community Levels. Supervisors will limit requirements for face to face interactions in circumstances when physical distance cannot be maintained and will consider use of telecommunication tools even when onsite.

**Plased on mission requirements, Components may request waivers from occupancy caps from the DA&M. Also consider increased use of shift work to reduce occupancy at any given time.

Note: For the purposes of the CDC COVID-19 Community Level, the Pentagon is located in Arlington County, Virginia. Pentagon Reservation facilities located in other counties or manifeigalities will use the Arlington County CDC COVID-19 Community Levels rather than the locality in which the facility resides for their respective CDC COVID-19 Community Level manufity Level is higher than the Arlington County level. Raven Rock Mountain Complex will follow the CDC COVID-19 Community Level for its local jurisdiction.

Table 2 Additional Measures by HPCON Level

COVID-19 Community Level	HPCON Level	Concessions & Seating	Pentagon Athletic Center & Annexes	Pentagon Tours	Pentagon Memorial
Low	Alpha	Indoor seating is permitted, with adherence to increased sanitation and appropriate physical distancing	Open to all members , adhering to sanitation protocols with physical distancing whenever possible	Open for public tours, subject to	Open to the
Medium	Bravo	Indoor seating is permitted, but may be limited due to disinfecting tables between patrons and physical distancing	Open to all members , adhering to increased sanitation protocols with physical distancing whenever possible	OSD PA and PFPA guidance	public
High	Charlie	Indoor seating is not permitted; dining is limited to take-out or pre-packaged foods only	Pentagon Athletic Center and annexes are open at reduced capacity by reservation only; limit maximum occupancy (members and staff) to ensure physical distancing and limit potential exposure to disease	Closed to public tours	Open to the public; signage poster to encourage physical distancing



HEALTH PROTECTION CONDITION REFERENCE GUIDE FOR DOD PERSONNEL IN THE NATIONAL CAPITAL REGION

During the COVID-19 Pandemic

Pentagon and Mark Center