

MEMORANDUM OF AGREEMENT

EPA

BETWEEN

THE U.S. ENVIRONMENTAL PROTECTION AGENCY  
OFFICE OF ADMINISTRATION AND RESOURCES MANAGEMENT  
FACILITIES MANAGEMENT AND SERVICES DIVISION  
RESEARCH TRIANGLE PARK, N.C.

5/92

AND

THE U.S. ARMY CORPS OF ENGINEERS,  
THE SOUTH ATLANTIC DIVISION, AND  
THE WILMINGTON DISTRICT

1. PURPOSE:

The purpose of this Memorandum of Agreement (MOA) is to establish relationships and procedures under which the U.S. Army Corps of Engineers (USACE) through the Wilmington District (CESAW) and the South Atlantic Division (CESAD) will provide technical support to the Facilities Management and Services Division (FMSD) of the U.S. Environmental Protection Agency (EPA) for the design and construction of the Consolidated EPA Laboratory Facility at Research Triangle Park, North Carolina.

2. AUTHORITY:

Economy Act of 1932, consistent with the Interagency Agreement (IAG) that will be issued as the funding mechanism for this agreement.

3. BACKGROUND:

The House of Representatives has approved a resolution authorizing construction of a new EPA Research Center at the Research Triangle Park, N.C. (RTP) that would consolidate into one location the Office of Air Quality Planning and Standards (OAQPS), the Office of Administration and Resources Management (OARM), and the Office of Research and Development (ORD). Funds have been appropriated to begin initial design of the facility. The proposed site is a 44 acre parcel designated as site 3 within the 509 acre tract deeded to the U.S. Government June 26, 1967. A contract is currently being negotiated for design of the facility.

4. SCOPE:

Design of the facility will be managed by FMSD, while construction will probably be managed by the General Services Administration (GSA) with FMSD input. FMSD proposes use of an interagency

agreement (IAG) to obtain support from the Corps in review and coordination of the design process. This arrangement will likely be continued through the construction phase. Support will be provided in the following areas:

a. Two permanent, on-site USACE technical employees to be part of FMSD's Facilities Development Staff. These employees will be phased in over the first several months of the project. One of the individuals should be a civil engineer with experience in design and construction of large vertical construction projects with highly specialized requirements. The other should be a mechanical engineer with experience in design of large, complex facilities.

b. Experienced USACE technical design review team to participate in QA reviews of A&E design submittals.

c. Technical assistance from full range of engineering specialties as needed for A&E contract management, site visits, resolution of technical issues, and other engineering and construction tasks as mutually agreed upon.

#### 5. RESPONSIBILITIES:

a. FMSD will:

(1) Prepare the formal IAG that establishes the funding arrangements for this MOA. The IAG identifies the project officers for each Agency, services being required and their cost, terms of the agreement, and billing arrangements.

(2) Participate in selection of the individuals to be assigned to the project on a full-time basis. Initial assignment of the staff will be for a 90-day temporary duty assignment (TDY).

(3) Confirm desire for continuation of TDY or change of station (PCS) for the duration of the detail not later than 60 days after each engineer's TDY begins.

(4) Participate in selection of the technical design review team.

(5) Identify all tasks to be performed by USACE. For the individuals assigned on site to the Facilities Development Staff, the Staff's Director will act as on-site supervisor, providing information as requested to their Corps supervisors for performance reviews and evaluations.

(6) Provide updated schedule and guidance for all reviews and/or known support requirements to CESAW.

(7) Seek to provide a reasonable notification (10 working days) notice for unscheduled support requirements.

(8) Establish the funding for personnel, TDY, and PCS for employees assigned on permanent basis (both to RTP and return).

b. CESAW will:

(1) Establish a single point of contact for all matters relating to assigned tasks.

(2) Provide and/or coordinate for USACE technical support as agreed upon or requested by FMSD. This includes requesting technical experts from other areas throughout the country.

(3) Provide experienced USACE staff on location in RTP for 90 day TDY initially, followed by change of station pending approval by FMSD. These representatives may be from CESAW or from other district/area offices. In FY 92, USACE will provide one staff member, with others following as required.

(4) Waive indirect charges and apply reduced overhead rate for personnel assigned on-site to FMSD.

(5) Provide timely and accurate review of design documents as requested by FMSD.

(6) Provide internal USACE resource control. While some of the technical review may be provided by USACE staff outside CESAW, CESAW will be responsible for any internal fund transfers.

(7) Provide monthly reports to FMSD and CESAD on the status of effort and utilization of funds. These reports will detail individual personnel costs, benefits, travel, and overhead costs.

c. CESAD will:

(1) Provide normal supervision of CESAW.

(2) Assist CESAW in coordinating technical support which is beyond its capability.

7. EFFECTIVE DATE, REVIEWS, AND AMENDMENTS:

a. This memorandum of agreement is effective upon the date of the last signature by authorized representatives of EPA and USACE. It will remain in effect until superseded or terminated by mutual agreement, in writing. The Interagency Agreement in support of this MOA will be renewed approximately annually to provided resources and further define any changes.

b. Any party wishing to terminate the MOA will submit a written termination request to the other party at least 30 days prior to termination. The request will include termination milestones.

c. This MOA may be amended upon consent of all parties. Such amendments will be in writing and will be signed by the authorized representatives of EPA and USACE.

Chris Long 5-1-92  
Director, FMSD (date)

W. Guenther 5-1-92  
Director, OARM, RTP (date)

James C. Hawk 11 MAY 92  
District Commander, CESAW (date)  
(Acting)

Stanley G. Gentry, Jr. USA  
Commander, CESAD (date)  
12 May 92