

United States Environmental Protection Agency  
Washington DC 20460



Interagency Agreement /  
Amendment

Part I - General Information

1. EPA / IAG Identification Number

DW96935732-01-0

2. Other Agency ID Number

3. Type of Action

NEW

4. Funding Locati.  
by Region

XI

5. Program Office  
Abbreviation

OARM/OA/SH

6. Name and Address of EPA Organization

US ENVIRONMENTAL PROTECTION AGENCY  
OARM/OA  
401 M STREET, S.W. (PM-215)  
WASHINGTON, DC 20460

7. Name and Address of Other Agency

US ARMY CORPS OF ENGINEERS (USACE)  
ENGINEERING DIVISION  
20 MASSACHUSETTS AVENUE, N.W.  
WASHINGTON, D.C. 20314

8. Project Title ARCHITECTURAL, ENGINEERING AND PROJECT SUPPORT - SAFETY AND HEALTH  
ENVIRONMENTAL MANAGEMENT SUPPORT FOR EPA NEW CONSTRUCTION AND RENOVATION ACTIVITIES

9. EPA Project Officer (Name, Address, Telephone Number)

ROBERT LEE  
OARM/OA (PM-215)  
401 M STREET, S.W.  
WASHINGTON, DC 20460  
(202) 260-2160

10. Other Agency Project Officer (Name, Address, Telephone Number)

BERRY A CANNON  
USACE - MOBILE DISTRICT  
P.O. BOX 2288, ATTN: EN-C  
MOBILE, AL 36628  
(205) 694-4021

*Sup 92*

11. Project Period

09/01/92 to 08/31/97

12. Budget Period

09/01/92 to 02/28/93

13. Scope of Work (Attach additional sheets, as needed)

See Attached

EPA GRANTS SPECIALIST FOR THIS IAG  
IS FELICIA TARVER, 202-260-4392

COMMITMENT VERIFIED.  
Date *9/22/92* By *F.T.*

14. Statutory Authority for Both Transfer of Funds and Project Activities  
ECONOMY ACT 1932 AMENDED (31 USC 1535)

15. Other Agency Ty:  
FEDERAL

FUNDS	PREVIOUS AMOUNT	AMOUNT THIS ACTION	AMENDED TOTAL
16. EPA Amount	0	1,106,456	
17. EPA In-Kind Amount	0	0	
18. Other Agency Amount	0	0	
19. Other Agency In-Kind Amount	0	0	
Total Project Cost	0	1,106,456	

Fiscal Information						
Program Element	FY	Appropriation	Doc. Control No.	Account Number	Object Class	Obligation/Deoblig. Am
D4JP4A	92	68X0110	FB0147	2D4J51F01G	25.74	731,456
D4KM4A	92	68X0110	FC0047	2D4K51FAED	25.74	375,000

**Part II - Approved Budget**

EPA IAG Identification Number  
DW96935732-01-0

22. Budget Categories	Itemization of This Action	Itemization of Total Project Estimated Cost to Date
(a) Personnel	395,534	395,534
(b) Fringe Benefits	0	0
(c) Travel	71,400	71,400
(d) Equipment	0	0
(e) Supplies	0	0
(f) Procurement / Assistance	0	0
(g) Construction	0	0
(h) Other	15,000	15,000
(i) Total Direct Charges	481,934	481,934
(j) Indirect Costs: Rate % Base \$	624,522	624,522
(k) Total: (EPA Share: 100.00%) (Other Agency Share 0.00%)	1,106,456	1,106,456

23. Is Equipment authorized to be furnished by EPA or leased, purchased, or rented with EPA funds?  Yes  No  
(Identify all equipment costing \$1000 or more.)

24. Are any of these funds being used on extramural agreements? (See item 22f.)  Yes  No

Type of extramural agreement  Grant  Cooperative Agreement  Procurement (Includes Small Purchase Order)

Contractor / Recipient Name (if known)	Total Extramural Amount under this Project	Percent Funded by EPA (if known) 0.00
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**Part III - Funding Methods and Billing Instructions**

25.  Funds-Out Agreement (Note: EPA Agency Location Code (ALC) - 68010727)

Disbursement Agreement

Repayment Request for repayment of actual costs must be itemized on SF-1080 and submitted to the Financial Management Office, Cincinnati, OH 45268:  
 Monthly  Quarterly  Upon Completion of Work

Advance Only available for use by Federal agencies on working capital fund or with appropriate justification of need for this type of payment method. Unexpended funds at completion of work will be returned to EPA. Quarterly cost reports will be forwarded to the Financial Management Center, EPA, Cincinnati, OH 45268.

Allocation Transfer-Out Used to transfer obligational authority or transfer of function between Federal agencies. Must receive prior approval by the Office of the Comptroller, Budget Division, Budget Formulation and Control Branch, EPA Hdqtrs. Forward appropriate reports to the Financial Reports and Analysis Branch, Financial Management Division, PM-226F, EPA, Washington, DC 20460.

26.  Funds-In Agreement

Reimbursement Agreement  Repayment  
 Advance

Allocation Transfer-In

Agency's IAG Identification Number EPA Program Office Allowance Holder/Resp. Center No. 51F

Other Agency's Billing Address (include ALC or Station Symbol Number) Other Agency's Billing Instruction and Frequency

**Part IV - Acceptance Conditions**

EPA IAG Identification Number  
DWS96935732-01-0

**27. General Conditions**

The other agency covenants and agrees that it will expeditiously initiate and complete the project for which funds have been awarded under this agreement.

**28. Special Conditions (Attach additional sheets if needed)**

See Indirect Cost Statement.

**Part V - Offer and Acceptance**

Note: 1) For Funds-out actions, the agreement/amendment must be signed by the other agency official in duplicate and one original returned to the Grants Administration Division for Headquarters agreements or to the appropriate EPA Regional IAG administration office within 3 calendar weeks after receipt or within any extension of time as may be granted by EPA. The agreement/amendment must be forwarded to the address cited in item 29 after acceptance signature.

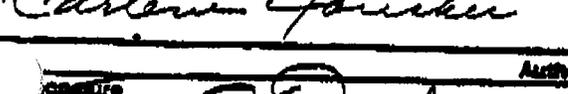
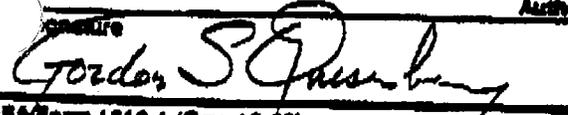
Receipt of a written refusal or failure to return the properly executed document within the prescribed time may result in the withdrawal of the offer by EPA. Any change to the agreement/amendment by the other agency subsequent to the document being signed by the EPA Action Official, which the Action Official determines to materially alter the agreement/amendment, shall void the agreement/amendment.

2) For Funds-in actions, the other agency will initiate the action and forward two original agreements/amendments to the appropriate EPA program office for signature. The agreements/amendments will then be forwarded to the appropriate EPA IAG administration office for acceptance signature on behalf of the EPA. One original copy will be returned to the other agency after acceptance.

EPA IAG Administration Office (for administrative assistance)	EPA Program Office (for technical assistance)
<b>29. Organization/Address</b> Environmental Protection Agency Grants Administration & Analysis Branch U.S. Environmental Protection Agency 401 M Street, S.W. Washington, D.C. 20460  SIGNED ACCEPTANCE MUST BE RETURNED TO THIS OFFICE.	<b>30. Organization/Address</b> Environmental Protection Agency OARM/OA, PM-215 and PM-273 401 M Street, S.W. Washington, DC 20460

**Certification**

All signers certify that the statements made on this form and all attachments thereto are true, accurate, and complete. Signers acknowledge that any knowingly false or misleading statement may be punishable by fine or imprisonment or both under applicable law.

<b>Decision Official on Behalf of the Environmental Protection Agency Program Office</b>		
31. Signature 	Typed Name and Title John C. Chamberlin, Director Office of Administration	Date 9-15-92
<b>Region Official on Behalf of the Environmental Protection Agency</b>		
32. Signature 	Typed Name and Title W. SCOTT McMORAN, CHIEF Grants Information & Analysis Branch	Date 9/24/92
<b>Authorizing Official on Behalf of the Other Agency</b>		
Signature 	Typed Name and Title GORDON S. QUISENBERRY, LTC, RN Acting Commander	Date 9/28/92

**Indirect Cost Statement:**

The Army Corps of Engineers certifies: 1) that any indirect costs included in billings to EPA represent, in accordance with GAO principles, indirect costs that are funded out of the performing agency's currently available appropriations and that bear a significant relationship to the performing of the service or work, or 2) that statutory authority exists for charging other than these costs of performance. If any audit determines that any direct or indirect costs charged to EPA are unallowable, EPA will be notified immediately following the resolution of the audit and EPA will be credited for those cost."

**ATTACHMENT A  
SCOPE OF WORK**

**SITE**

Work under this agreement will be performed in EPA facilities and involves EPA activities nationwide.

**BACKGROUND**

EPA is continually acquiring new facilities and renovating existing facilities in order to respond to the Agency's evolving mission and the life-cycle changes of the facilities (aging, lease expiration, etc.). The Agency is committed to assuring that these facilities are safe and healthful places of employment and are in compliance with environmental protection regulations.

EPA's Facilities Management and Services Division (FMSD) is responsible for acquiring and maintaining these facilities; EPA's Safety, Health, and Environmental Management Division (SHEMD) is responsible for assuring that EPA has programs and policies that insure that the facilities operate safely and remain in compliance with environmental regulations. Therefore, SHEMD and FMSD collaborate to build, lease and maintain facilities as safe, healthful and environmentally sound workplaces.

SHEMD reviews key steps in the FMSD facility acquisition process and informs FMSD of deficiencies and changes that are needed to meet the Agency's Safety, Health and Environmental Management Program (SHEMD) requirements. SHEMD and FMSD must review SHEMP considerations to avoid costly delays and change orders that impede implementation of the Agency's mission.

This work agreement provides the necessary resources and expertise to support SHEMD and several Branches of the FMSD in Division reviewing SHEMD and FMSD requirements, resolving technical safety, health and environmental management problems and providing technical assistance in the area of planning, design and construction oversight associated with facility acquisitions and renovations.

**SCOPE**

The United States Army Corps of Engineers (USACE), Mobile District Office (CESAM) in coordination with the office of the Chief of Engineering (HQUSACE) in Washington, DC, will provide support in the review and coordination of the planning and design processes. The USACE will also provide support in reviewing shop prints, inspecting, identifying problems, and problem resolution during the construction process. Support will be provided in the following areas:

a. SHEMD Required Support (\$391K)

Three full time personnel in CESAM in the following positions: Section Chief, Fire Protection Engineer, Industrial Hygienist. These individuals will be available at all times to respond to any EPA need including rapid response to any EPA field location. They would:

- \* Provide, update, and maintain criteria for safety, health and environmental management (SHEMD) design concerns, including but not limited to programs of Requirements (POR's), as requested;

- \* Provide safety, health and environmental management reviews and inspections for EPA's acquisition of facilities during the acquisition process using the SHEMD criteria as required;

- \* Provide review of all plans and specifications for compliance with SHEMD criteria at each design phase (35%, 75%, 95%, 100%);

- \* Assist EPA in reviewing shop prints, performing inspections and problem solving during construction as required;

- \* Provide expert SHEMD assistance regarding specific environmental compliance as required;

- \* Provide cost estimates when comments affect A/E fees or will result in a contract modification.

- \* Provide technical assistance in the support of planning, engineering design and construction oversight for EPA repair and improvement and new construction projects.

b. FMSD-EPAB Required Support (\$725K)

Nine full time personnel for half a year in the following positions, Senior Architect, Senior Mechanical Engineer, Senior Electrical Engineer, Senior Civil Engineer, warranted Contracting Officer, Senior Contract Specialist, 1 1/2 cost estimators and 1 1/2 of other positions as required to assist the above mentioned senior positions. The holder of these positions would upon request;

- \* Prepare/develop Programs of Requirements (POR's) for the design of ship and boat docks including launching ramps; site infrastructure such as streets and roads; storm drainage systems; site utilities including water, sewer, gas, electricity, telephones, etc; and landscaping.

- \* Develop Program of Requirements for the design of major facilities including research and training laboratories; office, maintenance, and other support buildings such as boat dock facilities; computer facilities; training and meeting centers; and other similar facilities.
  - \* Provide review and written comments of progress and final design plans and specifications prepared by A/E firms for compliance with EPA and other codes and regulations, and provide inspections and surveillance of construction progress for compliance with approved plans and specifications and appropriate codes and provide cost estimates/analysis support.
  - \* Assist the Engineering, Planning and Architecture Branch (EPAB) personnel in reviewing shop drawings and submissions, performing site/office inspection and solving problems during the design or construction phases of projects as may be required.
  - \* As required, provide preparation for contract award and contract administration support for projects.
  - \* Provide Cost Estimation/Analysis for studies, design and submittal for construction of projects as well as independent Government estimates for New and Repair improvement projects.
  - \* Provide technical assistance in supporting Engineering, Planning and Architecture Branch (EPAB) design and construction effort for new and repairs and improvement effort including support and participation in the selection of Architectural/Engineering firms.
- c. Provide personnel, each part time or full time as may be required to equate the above mentioned required numbered employees, in the above described areas. These employees should also have expertise in as follows: mechanical engineering (heating, ventilation and air conditioning expertise), electrical engineering, power as well as building code compliance, civil and structural (including seismic), architectural (fire protection and life safety), asbestos/industrial hygienist, environmental and hazardous and toxic waste (HTW) specialists, cost engineer, and any other specialty area found necessary during the time of this agreement. These personnel will primarily review plans and specifications at each design phase but they can, and will, be utilized for all of the functions listed in a. above as required within the limits of the financial resources provided. These personnel will be primarily located at CESAM.

## RESPONSIBILITIES

### a. FMSD and SHEMD will:

- 1) Establish the funding arrangements for the work to be performed under this IAG.
- 2) Provide reasonable notification of specific unscheduled tasks (10 working days, if possible). Assignments will include detailed requirements and any budgetary, schedule, or other constraints. If CESAM has not already performed at least one similar task, examples (if available) of acceptable results of similar previous tasks performed by others will be provided. All examples, will be provided on floppy disks in Wordperfect 5.0 or 5.1 format.
- 3) Provide an overall schedule and guidance for all known tasks as soon as possible after the effective date of this agreement. The schedule will be updated approximately quarterly or as changes occur.

### b. CESAM will:

- 1) Establish a single point of contact for the CESAM support team.
- 2) Provide and/or coordinate for the USACE technical support as agreed upon herein or requested by SHEMD. This includes requesting technical experts from other areas throughout the country.
- 3) Provide timely and professional responses to all tasks on schedules agreed upon between SHEMD and CESAM.
- 4) Provide internal USACE resource control. While some of the technical support may be provided by USACE staff outside CESAM, CESAM will be responsible for any internal fund transfers.

### c. HQUSACE will:

- 1) Provide normal supervision of CESAM.
- 2) Maintain cognizance of the status of all efforts.
- 3) Assist CESAM in coordinating technical support which is beyond its capability.
- 4) Provide emergency support to FMSD and SHEMD as required.