



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers  
WASHINGTON, D.C. 20314-1000

CECW-I

REPLY TO  
ATTENTION OF:

23 MAR 1994

CEMP-RO

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Implementation Management Plan for execution of the Federal Aviation Administration (FAA) Environmental and Health and Safety Program

1. The HQUSACE and the FAA entered into an Interagency Agreement (IAG) on 18 October 1993 to provide support for the FAA's environmental and health and safety programs. (Encl 1) As part of the IAG the HQUSACE was required to prepare, in coordination with the FAA, an Implementation Management Plan (IMP). The purpose of this plan is to provide program guidance specific to the FAA program. (Encl 2)
2. The IMP is being distributed by the FAA Headquarters throughout their administration, serving as their program guidance, as well.
3. The Environmental Work for Others Federal Agencies Program is a growing program. With the emphasis on "down-sizing" throughout the Federal Government, many other Federal agencies have expressed an interest in obtaining environmental services from the Corps. The success of the FAA program will, undoubtedly, serve as a model for the future.
4. If you have any questions, please contact Major Katherine Woodward at (202) 504-5145.

FOR THE DIRECTOR OF MILITARY PROGRAMS:

CARY JONES  
Chief, Environmental Restoration  
Division  
Directorate of Military Programs

Encls

DISTRIBUTION:

COMMANDER, LOWER MISSISSIPPI VALLEY DIVISION,

ATTN: CELMV-ED-TC (Ellis)

COMMANDER, MISSOURI RIVER DIVISION, ATTN: CEMRD-ED-HP (Laird)

COMMANDER, NEW ENGLAND DIVISION, ATTN: CENED-PD-L (Nadelman)

COMMANDER, NORTH ATLANTIC DIVISION, ATTN: CENAD-PP-PC (Lau)

COMMANDER, NORTH CENTRAL DIVISION, ATTN: CENCD-CO-C (Nakib)

COMMANDER, NORTH PACIFIC DIVISION, ATTN: CENPD-PM-MP (Anderson)

COMMANDER, OHIO RIVER DIVISION, ATTN: CEORD-DL-MS (Odale)

COMMANDER, PACIFIC OCEAN DIVISION, ATTN: CEPOD-ED-E (Chin)

COMMANDER, SOUTH ATLANTIC DIVISION, ATTN: CESAD-PM-H (Connell)

COMMANDER, SOUTH PACIFIC DIVISION, ATTN: CESPd-CO-CE (Davidson)

COMMANDER, SOUTHWESTERN DIVISION, ATTN: CESWD-PP-M (Harrigan)

IMPLEMENTATION MANAGEMENT PLAN  
FOR  
INTERAGENCY AGREEMENT NUMBER DTFA01-94-Z-02002  
BETWEEN  
HEADQUARTERS U.S. ARMY CORPS OF ENGINEERS  
(HQUSACE)  
AND THE  
FEDERAL AVIATION ADMINISTRATION (FAA)

MARCH 15, 1994

1. **GENERAL.** On October 18, 1993, the Federal Aviation Administration (FAA) entered into an Interagency Agreement (IAG) with the U.S. Army Corps of Engineers (USACE) to provide environmental and occupational safety and health support services required by the FAA. Under the IAG, the USACE will perform environmental compliance assessments, fuel storage tank (FST) removal/disposal and replacement operations, occupational safety and health life safety inspections, and environmental restoration.

2. **PURPOSE.** The purpose of the Management Implementation Plan (IMP) is to provide program management guidance, specific to the FAA program, to both the FAA and USACE. The plan is a required document under the provisions of the IAG.

3. **USACE MISSION.**

a. USACE will provide all planning, engineering design, construction management, and project and program management related services required by the FAA. The USACE shall furnish all personnel, materials and services necessary for environmental compliance assessments, FST removal/disposal and replacement, hazardous materials/waste management, safety and health inspections, and other additional services as may be required by the FAA. Environmental compliance assessment surveys and occupational safety and health inspections will be performed using standard protocols approved by the FAA.

b. USACE Divisions and Districts will respond to environmental emergencies identified by FAA Region and Center Program Managers with the stipulation that any requirement in excess of \$10,000 for each emergency, must be approved in advance by the FAA National Program Manager.

c. When executing a required task, USACE will assure compliance with all technical, safety and health, and environmental local, state, and Federal requirements. In the event of conflict or contradiction between or among objectives, policies, technical or professional standards, guidance, and procedures, USACE shall report such issues to the Region or Center Program Manager. If the issue is not satisfactorily resolved at this level, USACE and/or the Region or Center Program Manager will refer the issue to the FAA National Program Manager in the Environmental Compliance and Employee Safety Team, ANS-510, for resolution.

#### 4. AUTHORITIES.

a. Memorandum of Agreement (MOA) between the U.S. Department of Transportation, Federal Aviation Administration, and the U.S. Department of the Army, signed August 26, 1986.

b. Interagency Agreement between the Federal Aviation Administration and the U.S. Army Corps of Engineers, signed October 18, 1993.

c. Engineer Regulation (ER) 1140-1-211, Work for Others, Support for Others: Reimbursable Work.

#### 5. ORGANIZATION

a. U.S. Army Corps of Engineers. The U.S. Army Corps of Engineers whose Headquarters (HQUSACE) is located in Washington D.C., consists of 13 Divisions and 40 Districts nationwide. Program administration will take place initially at the Headquarters level with coordination through the Division, which will assign the work to the appropriate District for execution. Environmental and occupational safety and health support will be provided by the USACE Districts determined to be best able to support the FAA Regions. Attachment 1 contains a listing of USACE Divisions and Points of Contact (POC), their addresses and telephone numbers. Attachment 2 shows the geographic areas of responsibility for the USACE Divisions.

b. Federal Aviation Administration.

1. The FAA is a Modal Administration within the U.S. Department of Transportation. Located in the FAA Washington, D.C., Headquarters and under the guidance of the Associate Administrator for Airway Facilities, AAF-1, the Environmental Compliance and Employee Safety Team, ANS-510, shall act as the Program Office and manage the environmental compliance, and occupational safety and health program.

2. The FAA has nine Regional Offices and two Technical Centers. Each of the nine Regional Offices has an Airway Facilities Program Division and a Program Manager responsible for the performance of this IAG. The Regional Airway Facilities Division Managers report to AAF-1 in FAA Headquarters. The regions are further divided into approximately 80 Airway Facilities Sectors, reporting directly to Regional Airway Facilities Division Managers.

3. Although the two Technical Centers are outside the Airway Facilities Organization, they have Center Program Managers responsible for the performance of the IAG. The FAA Aviation Standards National Field Office, located at the Mike Monroney Aeronautical Center in Oklahoma City, Oklahoma, maintains the FAA's Flight Inspection Field Offices. A separate Center Program Manager has been designated for the performance of this IAG at the Aviation Standards National Field Office. Attachment 3 contains a listing of the FAA Region and Center Program Managers for the IAG. The Region and Center Program Managers are also the Region and Center Contracting Officer's Technical Representatives (COTR) for the IAG. Attachment 4 is a listing of the COTR's and their alternates. All activities related to the performance of this IAG must be coordinated with the Region and Center Program Managers prior to execution.

## 6. RESPONSIBILITIES

a. HQUSACE. The Director of Military Programs in HQUSACE is the Program Manager supporting the FAA. HQUSACE will administer funds and issue Full Time Equivalent (FTE's) and work assignments to Division and District Support Offices. HQUSACE will adequately budget for management and support of the IAG on an annual basis. HQUSACE interfaces with FAA to develop and maintain the annual workplan plus a 3-year projection of task assignments. HQUSACE will coordinate any work in the Republic of Panama through the USACE international activities channels. HQUSACE will also interact with FAA for the resolution of technical and programmatic issues encountered. HQUSACE will track the obligation of funds and implementation of the annual workplan and report to the FAA on a monthly basis.

b. USACE Divisions. USACE Divisions will support the FAA Regional Offices as specified in the MOA. The Division "Environmental Work for Other" coordinator, as identified in Attachment 1, will serve as the central POC for the FAA Regions. The Divisions will assign environmental compliance projects to the Division Environmental Compliance Assessment Support (ECAS) Districts and Hazardous, Toxic and Radiological Waste (HTRW) projects to the Division Military HTRW Design District. "Brokering" arrangements may be required between Divisions. The New England Division should use the Baltimore District environmental compliance assessment support until such time as that capability is developed within the Division. The Divisions will also provide technical assistance and review capabilities to the supporting Districts with in-house forces.

c. USACE Support Districts. The USACE Districts will execute the FAA Program as tasked by the USACE Division Office. The Support Districts are responsible for technical and administrative implementation for the program, quality assurance and timeliness of all deliverables. The Support Districts are also responsible for on-the-ground coordination with the FAA Regional Offices. As a part of this activity the USACE Support Districts shall:

(1) Document the daily log of site activities including a brief summary of progress and problem areas.

(2) Provide monthly summary reports attached to the Standard Form (SF) 1080 billing statement.

(3) Assist with the preparation of any required briefing documents.

(4) Participate in all coordination meetings with FAA Region and Center personnel.

(5) Inform Region and Center Program Managers of any potential and/or actual life threatening situations requiring immediate attention by safety and health personnel.

d. FAA Headquarters. The Environmental Compliance and Employee Safety Team, National Program Manager, ANS-510, is responsible for managing the Environmental Compliance and Occupational Safety and Health Program for the FAA. This Team is responsible for overall management and implementation of the programs included in the IAG and for determining the specific services to be acquired from the USACE. At the beginning of the fiscal year's fourth quarter, the FAA National Program Manager will provide HQUSACE a consolidation of total requirements for the next fiscal year. These requirements will be developed in coordination with the FAA Regions and Centers and will form the basis for project funding, tasking and execution to the supporting USACE Districts.

e. FAA Regions and Centers. FAA Region and Center Program Managers will assist the FAA National Program Manager in the development of the annual workplan by identifying the projects that require accomplishment. The Region and Center Program Managers are responsible for:

(1) Coordinating USACE Support District activities at the region and sector level.

(2) Acting as the FAA primary point of contact in their respective regions and centers.

(3) Providing pre-compliance assessment information (when available) including pre-compliance questionnaires.

(4) Performing entry and exit briefings with Support District personnel.

(5) Ensuring that USACE personnel have access to required FAA facilities and required background information for performing ECAS surveys.

(6) Ensuring that required actions are taken on life threatening situations.

f. FAA Airway Facilities Sectors. FAA Sectors provide on-site environmental compliance and occupational safety and health assessment team access to FAA facilities and furnish facility-specific information as required by USACE to complete its tasking including completion of pre-visit questionnaires. The FAA Sectors are encouraged to participate in the entry and exit briefings.

**7. FUNDS DISTRIBUTION.** Compensation for USACE in-house expenses, including management, support, and project costs will be processed under the reimbursement funding method. USACE shall provide the FAA Headquarters with a schedule or billing of its costs on a SF 1080. This form must be accompanied by a status report and be certified by the USACE Project Manager and the FAA Region or Center Program Manager prior to being sent to the FAA Headquarters for payment. Funds distribution will be in accordance with the flow diagram in Attachment 5.

**8. WORKPLAN.** An annual workplan will be developed jointly by the FAA Region and Center Program Managers and the FAA National Program Manager. The workplan will contain the tasks to be accomplished by USACE on a fiscal year basis. The workplan will contain at a minimum the following data elements for each task:

- a. Project title.
- b. Project location.
- c. Project identification (e.g., UST removal).
- d. Project description (e.g., 10,000 gallon, diesel tank).
- e. Estimated cost to accomplish.

The workplan will identify priorities for accomplishment of the tasks and specify the fiscal year of accomplishment of each task. The FAA National Program Manager will transmit the workplan to the HQUSACE Program Manager prior to the beginning of the next fiscal year along with notification of availability of funds using the Military Interdepartmental Purchase Request (MIPR) process established by the IAG.

#### 9. TASK ASSIGNMENT.

a. The HQUSACE will assign a specific USACE HTRW Design District or ECAS District to service FAA Regions and Centers as identified in this plan. The USACE Support District will coordinate the accomplishment of all tasks with the appropriate FAA Region or Center Program Manager prior to initiation of task activities. Prior to the initiation of task activities, the Region or Center Program Managers will arrange for an entry briefing with appropriate FAA and USACE personnel.

b. The USACE Support District responsible for execution of task assignments will report project management data as specified in the IAG on a monthly basis to the FAA National, appropriate FAA Region or Center and HQUSACE Program Manager, and the FAA Contracting Officer.

c. The completion of each FAA Region or Center task assignment by a USACE Support District will be documented and submitted by the USACE Support District to the FAA Headquarters, Region or Center Program Manager, and the HQUSACE Program Manager within 60 days of task completion. Extensions to the 60-day requirement will be determined as exceptions on a case-by-case basis. As a minimum, the documentation will include closure reports, disposal reports, laboratory analyses and other certificates, documents and data pertinent to the task assignment. At the conclusion of each task assignment, the Region or Center Program Mmanager will arrange for an exit briefing with appropriate FAA and USACE personnel.

**ATTACHMENT 1**  
**U.S. ARMY CORPS OF ENGINEERS**  
**POINTS OF CONTACT**

U.S. ARMY CORPS OF ENGINEERS  
 Divison Support For Others Coordinators

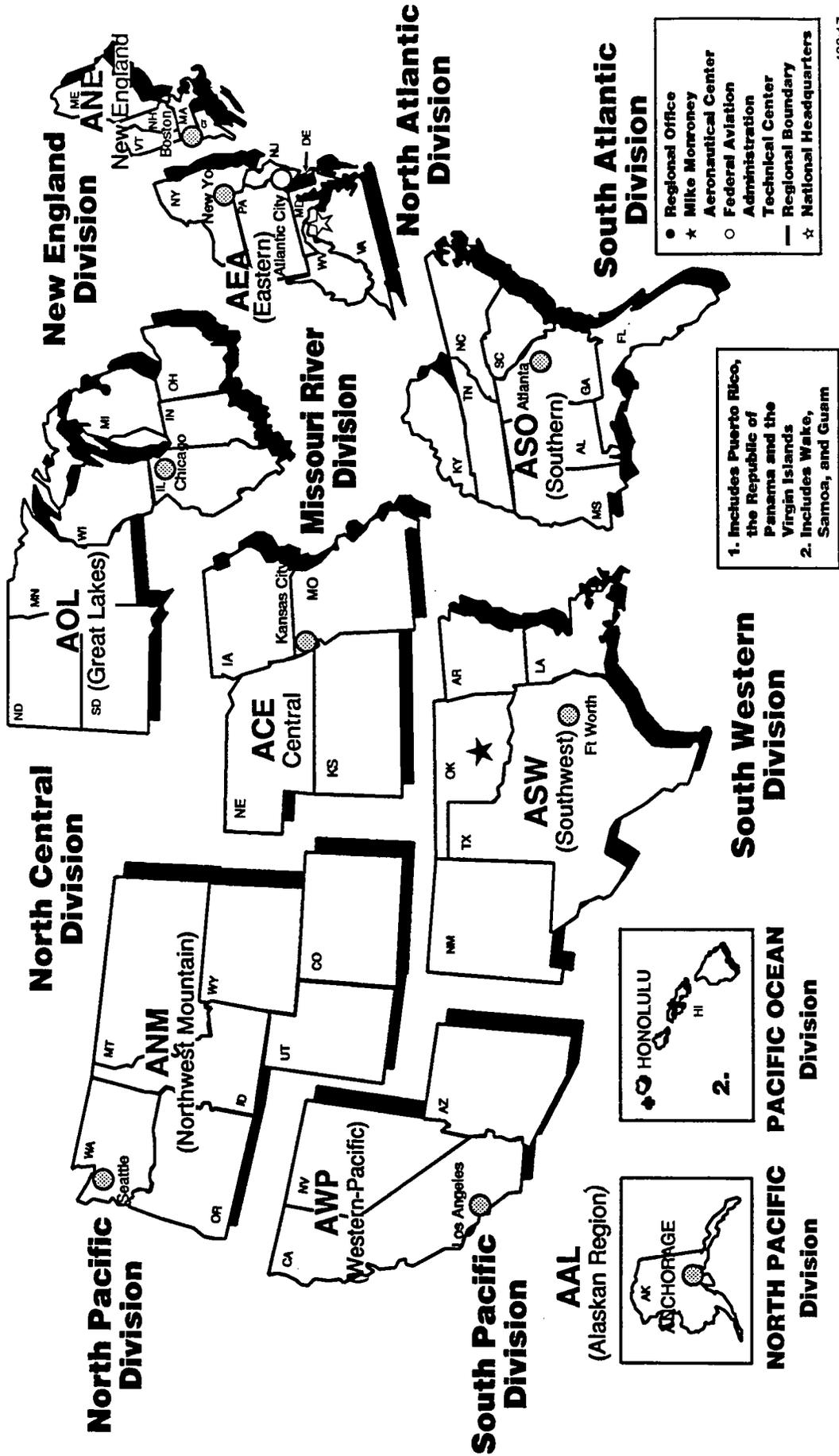
DIVISION	NAME	PHONE & ADDRESS
NED CENED-PD-L	Ira Nadelman	424 Trapel Rd. Waltham, MA. 02254-9149 617-647-8894 617-647-8891
NAD CENC-CO-C	Andrew Lau	90 Church St. New York, N.Y. 10007 212-264-7303
NCD CENCD-CO-C	Sam Nakib	111 N. Canal St. Chicago, IL. 60606-7502 312-353-7850 FAX-8666
ORD CEORD-DL-MS	Vince Odale	P.O. Box 1159 Cincinnati, OH. 45201 513-684-6210
SAD CESAD-PM-H	Richard Connell	77 Forsyth St., S.W. Atlanta, GA. 30335-6801 404-331-7045
SWD CESWD-PP-M	Jim Harrigan	1114 Commerce St. Dallas, TX. 75242-0216 214-767-2403
LMV CELMV-ED-TC	Ron Burkhardt	P.O. Box 80 Vicksburg, MS. 39181 601-634-5930
MRD CEMRP-ED-HP	Joe Laird	P.O. Box 103 Downtown Omaha, NE. 68101-0103 402-221-7459
SPD CESPD-CO-CE	John Davidson	630 Sansome St. Rm. 720 San Fransisco, CA. 415-705-1124
NPD CENPD-PM-MP	Larry Anderson	P.O. Box 2870 Portland, OR. 97208-2870 503-326-3854
POD CEPOD-ED-EH	Allen Chin	BLDG 230 Ft. Shafter, HI 96858 808-438-6974

**ATTACHMENT 2**

**U.S. ARMY CORPS OF ENGINEERS**

**GEOGRAPHIC AREAS OF RESPONSIBILITIES**

# U.S. Army Corps of Engineers Geographic Areas of Responsibility



**ATTACHMENT 3**  
**FEDERAL AVIATION ADMINISTRATION**  
**REGION AND CENTER PROGRAM MANAGERS**

Federal Aviation Administration  
Region and Center Program Managers

Alaskan Region

Cathy Benediktsson, AAL-465  
Telephone: (907) 271-5373  
Fax: (907) 271-4810  
Address:  
FAA Alaskan Region  
222 West 7th Avenue #14  
Anchorage, AK 99513-7587

Central Region

Mary Murphy, ACE-463  
Telephone: (816) 474-7230  
Fax: (816) 283-3094  
Address:  
FAA Central Region  
Technical Field Office  
651 Lou Holland Drive, Room 109  
Kansas City, MO 64116

Eastern Region

Tony Becker, AEA-462  
Telephone: (718) 712-5549  
Fax: (718) 341-4749  
Address:  
FAA Eastern Region, 1st Floor  
1 Cross Island Plaza  
Rosedale, NY 11422

Great Lakes Region

John Nadal, AGL-464  
Telephone: (708) 294-7304  
Fax: (708) 294-7624  
Address:  
FAA Great Lakes Region  
O'Hare Lake Office Center  
2300 East Devon Avenue  
Des Plaines, IL 60018

New England Region

Ken Torrisi, ANE-463  
Telephone: (617) 238-7467  
Fax: (617) 238-7459  
Address:  
FAA New England Region  
12 New England Executive Park  
Burlington, MA 01803

Northwest Mountain Region

Dave Powers, ANM-463J  
Telephone: (206) 227-1552  
Fax: (206) 227-1460  
Address:  
FAA Northwest Mountain Region  
1601 Lind Avenue SW  
Renton, WA 98055-k4056

Southern Region

Alan Stensland, ASO-462.8  
Telephone: (404) 305-6570  
Pager: 1-800-759-7243; pin 571-2504  
Fax: (404) 305-6553  
Address:  
FAA Southern Region  
1701 Columbia Avenue  
College Park, GA 30337

Southwest Region

Tom Allan, AWS-461.6  
Telephone: (817) 222-4616  
Fax: (817) 222-5967  
Address:  
FAA Southwest Region  
2601 Meacham Boulevard  
Fort Worth, TX 76127

Western-Pacific Region

Charley Chamness, AWP-464.10  
Telephone: (310) 297-1109  
Fax: (310) 297-1933  
Address:  
FAA Western-Pacific Region  
15000 Aviation Boulevard  
Hawthorne, CA 90261

Aeronautical Center

Marla Noak, AMP-100  
Telephone: (405) 954-4572  
Fax: (405) 954-4490  
Address:  
FAA Mike Monroney Aeronautical Center  
6500 South MacArthur Boulevard  
Oklahoma City, OK

Technical Center

Howard Kimpton, ACM-440  
Telephone: (609) 485-5998/9  
Fax: (609) 485-6102  
Address:  
Faa Technical Center  
Building 270; Room A117  
Atlantic City Airport  
Atlantic City, NJ 08405

Aviation Standards National Field Office

Lynn Mallory, AVN-310  
Telephone: (405) 954-4439  
Fax: (405) 954-8691  
Address:  
FAA Aviation Standards National Field Office  
6500 South MacArthur Boulevard  
Oklahoma City 73125

**ATTACHMENT 4**

**FEDERAL AVIATION ADMINISTRATION**

**REGIONAL CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVES**

Federal Aviation Administration

Regional Contracting Officer's Technical Representatives

Alaskan Region

Cathy Benediktsson, AAL-465  
Telephone: (907) 271-5373  
Fax: (907) 271-4810  
Address:  
FAA Alaskan Region  
222 West 7th Avenue #14  
Anchorage, AK 99513-7587

Central Region

Mary Murphy, ACE-463  
Telephone: (816) 474-7230  
Fax: (816) 283-3094  
Address:  
FAA Central Region  
Technical Field Office  
651 Lou Holland Drive, Room 109  
Kansas City, MO 64116

Eastern Region

Tony Becker, AEA-462  
Telephone: (718) 712-5549  
Fax: (718) 341-4749  
Address:  
FAA Eastern Region, 1st Floor  
1 Cross Island Plaza  
Rosedale, NY 11422

Great Lakes Region

John Nadal, AGL-464  
Telephone: (708) 294-7304  
Fax: (708) 294-7624  
Address:  
FAA Great Lakes Region  
O'Hare Lake Office Center  
2300 East Devon Avenue  
Des Plaines, IL 60018

New England Region

Ken Torrisi, ANE-463  
Telephone: (617) 238-7467  
Fax: (617) 238-7459  
Address:  
FAA New England Region  
12 New England Executive Park  
Burlington, MA 01803

Northwest Mountain Region

Dave Powers, ANM-463J  
Telephone: (206) 227-1552  
Fax: (206) 227-1460  
Address:  
FAA Northwest Mountain Region  
1601 Lind Avenue SW  
Renton, WA 98055-k4056

Southern Region

Alan Stensland, ASO-462.8  
Telephone: (404) 305-6570  
Pager: 1-800-759-7243; pin 571-2504  
Fax: (404) 305-6553  
Address:  
FAA Southern Region  
1701 Columbia Avenue  
College Park, GA 30337

Southwest Region

Tom Allan, AWS-461.6  
Telephone: (817) 222-4616  
Fax: (817) 222-5967  
Address:  
FAA Southwest Region  
2601 Meacham Boulevard  
Fort Worth, TX 76137

Western-Pacific Region

Charley Chamness, AWP-464.10  
Telephone: (310) 297-1109  
Fax: (310) 297-1933  
Address:  
FAA Western-Pacific Region  
15000 Aviation Boulevard  
Hawthorne, CA 90261

Aeronautical Center

Marla Noak, AMP-100  
Telephone: (405) 954-4572  
Fax: (405) 954-4490  
Address:  
FAA Mike Monroney Aeronautical Center  
6500 South MacArthur Boulevard  
Oklahoma City, OK

James H. Long, II, AMP-100 (Alternate)  
Telephone: (405) 954-4572  
Fax: (405) 954-4490  
Address:  
FAA Mike Monroney Aeronautical Center  
6500 South MacArthur Boulevard  
Oklahoma City, OK

Technical Center

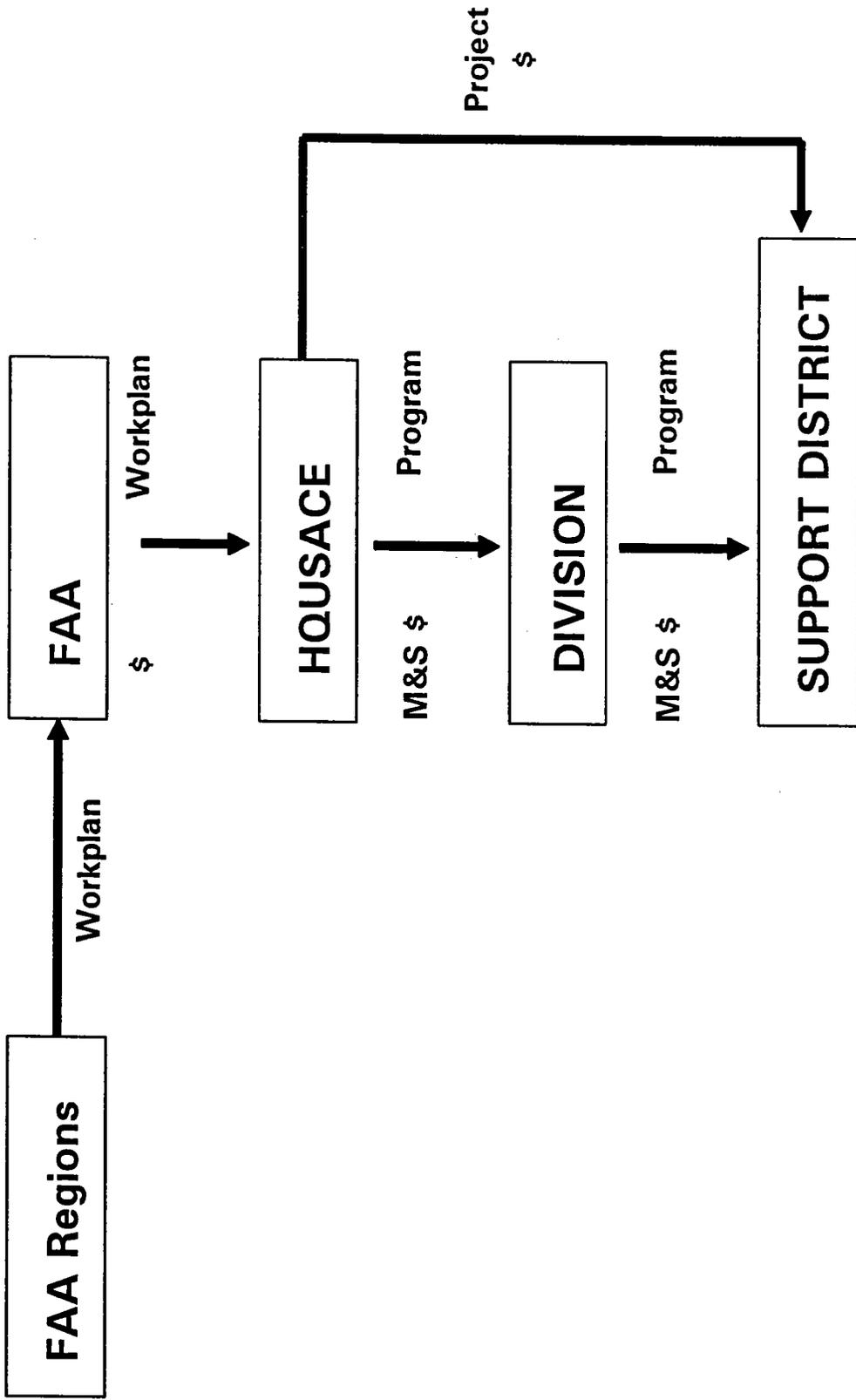
Howard Kimpton, ACM-440  
Telephone: (609) 485-5998/9  
Fax: (609) 485-6102  
Address:  
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Building 270; Room A117  
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Atlantic City, NJ 08405

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6500 South MacArthur Boulevard  
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Aviation Standards National Field Office

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6500 South MacArthur Boulevard  
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ATTACHMENT 5  
FEDERAL AVIATION ADMINISTRATION  
AND  
U.S. ARMY CORPS OF ENGINEERS  
FUNDS DISTRIBUTION



ATTACHMENT 6

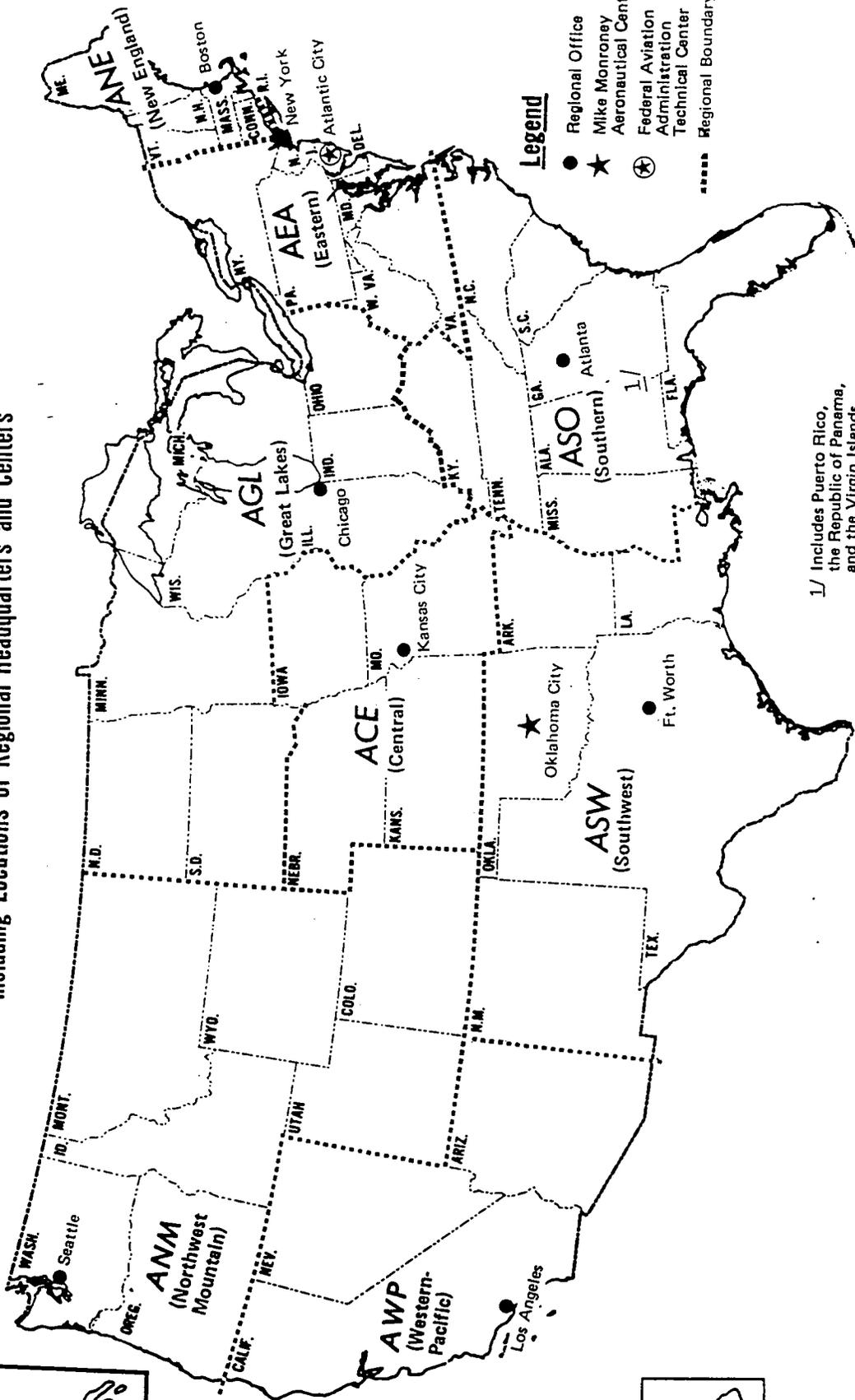
FEDERAL AVIATION ADMINISTRATION

REGIONAL BOUNDARIES

**U.S. DEPARTMENT OF TRANSPORTATION**  
**Federal Aviation Administration**

**FAA REGIONAL BOUNDARIES**

Including Locations of Regional Headquarters and Centers



1/ Includes Puerto Rico, the Republic of Panama, and the Virgin Islands

