



DEPARTMENT OF THE ARMY
CORPS OF ENGINEERS, NORTHWESTERN DIVISION
PO BOX 2870
PORTLAND OR 97208-2870

CENWD-RBT

14 DEC 2012

MEMORANDUM FOR Commander, Portland District (CENWP-PM-F/Gail Saldana)

SUBJECT: Review Plan (RP) Approval for Elk Creek Project Lands Follow-on Work, Elk Creek Project, Rogue River Valley, Oregon, NWP District, Northwestern Division

1. References:

a. Memorandum, CENWP-DE, 11 December 2012, subject: Elk Creek Project Lands Follow-on Work, Elk Creek Project, Rogue River Valley, Oregon, NWP District, Northwestern Division, Plan Review submittal, for Implementation (Encl).

b. EC 1165-2-209 Change 1, Civil Works Review Policy, 31 January 2012.

2. Reference 1.a. above has been prepared in accordance with reference 1.b. above.

3. The RP has been coordinated with the Business Technical Division, Northwestern Division, U.S. Army Corps of Engineers. The Review Plan includes District Quality Control only.

4. I hereby approve this RP, which is subject to change as circumstances require, consistent with the study development process and the Project Management Business Process. Subsequent revisions to this RP or its execution will require written approval from this office.

5. For further information, please contact Mr. Steve Bredthauer at (503) 808-4053.

Encl


ANTHONY C. FUNKHOUSER, P.E.
COL, EN
Commanding

CF: CENWD-PDS



DEPARTMENT OF THE ARMY
PORTLAND DISTRICT, CORPS OF ENGINEERS
333 SW FIRST AVENUE
PORTLAND, OREGON 97204

REPLY TO
ATTENTION OF

CENWP-DE

11 DEC 2012

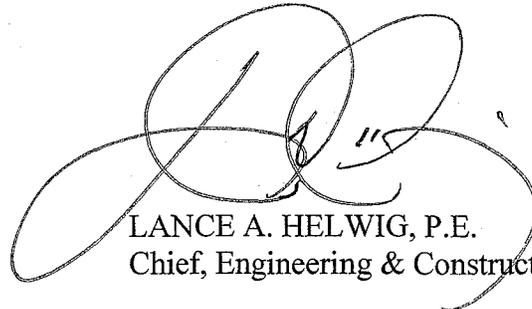
MEMORANDUM FOR Commander, Northwestern Division (CENWD-DE)
(Stephen Bredthauer, Quality Manager, Business Technical, CENWD/RBT)

SUBJECT: Elk Creek Project Lands Follow-on Work, Elk Creek Project, Rogue River Valley, Oregon, NWP District, Northwestern Division, Plan Review submittal, for Implementation Document

1. Enclosed for Major Subordinate Command (MSC) Commander approval is the Elk Creek Project Lands Follow-on work Review Plan for Elk Creek Project. This Review Plan has been prepared according to EC 1165-2-209, Civil Works Review Policy.
2. The District point of contact (POC) for questions or requests for additional information may be referred to Gail Saldaña, Project Manager, at (503) 808-4781 or email at gail.l.saldana@usace.army.mil.

FOR THE COMMANDER:

Encl

A handwritten signature in black ink, appearing to read "Lance A. Helwig", written over a circular stamp or seal.

LANCE A. HELWIG, P.E.
Chief, Engineering & Construction Division

CF:
CENWD-RBT (Bredthauer)

REVIEW PLAN
FOR
ELK CREEK PROJECT
Rogue River Valley, Oregon

PROJECT LANDS FOLLOW-ON WORK

December 5, 2012

1. INTRODUCTION:

The Elk Creek Master Plan and Long Term Management Plan document have been updated and outlines the management objectives for required development on the projects 2,006 acres of Federal public lands and waters. These documents stipulates facilities and measures required for environmental stewardship and recreation related purposes, as the project transitions out of construction general funding into operations and maintenance. This review plan stipulates the review process that is to occur in the next two fiscal years to complete the required project lands work necessary to move into this long term operations and maintenance phase for the Elk Creek project.

2. LOCATION:

The Elk Creek project is located in Jackson County, on the Elk Creek a tributary of the Rogue River, at river mile 1.7 about 26.5 miles north of Medford, Oregon.

3. BACKGROUND:

Elk Creek was designed to be one of three multi-purpose dams on the Rogue River system, the other two being Lost Creek and Applegate. Elk Creek Project is located approximately 25 miles north of Medford, OR. The project was approved by Congress in 1962, with plans submitted and lands purchased in 1971. Project deferred in 1977 due to lack of support, with construction starting in February of 1986. Project stopped by injunction at approximately 1/3 completion in 1988. Minimal management at Elk Creek from 1988-1997 until a federal ESA listing of threatened for Coho Salmon. Temporary trap built for trap and haul of Coho and other anadromous fish. Environmental Assessments and damage to trap and haul structure resulted in a finding of a benefit for the breaching of the 1/3 constructed dam. Breaching occurred in 2008, with site and channel restoration in 2009. The Elk Creek Project and its approximately 2600 acres will transfer to Operations and Maintenance under the management of the Rogue River Basin Project in FY 2015.

4. PURPOSE AND REQUIREMENTS

a. Purpose. This review plan defines the scope and level of peer review for the Elk Creek Project Lands Follow-on Contract, Elk Creek, Oregon, Design Documentation Report and Plans and Specifications. The Design Documentation Report will be the avenue that the PDT will use to develop the scope of work that can be accomplished with the anticipated amount of dollars available under Construction General funding prior to switching over to Operation and Maintenance funding for the project area. The contract for the Design/Build contractor shall be based on the DDR with 30% design drawings.

b. References

- (1) Engineering Circular (EC) 1165-2-209, Civil Works Review Policy, 31 Jan 2012
- (2) Engineering Regulation (ER) 1110-1-12, Quality Management, 30 Sep 2006
- (3) ER 1105-2-100, Planning Guidance Notebook, Appendix H, Policy Compliance Review and Approval of Decision Documents, Amendment #1, 20 Nov 2007.

- c. Requirements. This review plan was developed in accordance with EC 1165-2-209, which establishes an accountable, comprehensive, life-cycle review strategy for Civil Works products by providing a seamless process for review of all Civil Works projects from initial planning through design, construction, and operation, maintenance, repair, replacement and rehabilitation (OMRR&R). The EC outlines four general levels of review: District Quality Control/District Technical review (DQC), Agency Technical Review (ATR), and Policy and Legal Compliance Review.

5. REVIEW MANAGEMENT ORGANIZATION (RMO) COORDINATION

The RMO for the District Quality Control (DQC) described in this Review Plan is the Portland District Engineering and Construction Division. Northwestern Division (NWD) will be the RMO for the Agency Technical Review (ATR). The RMOs will coordinate with the Cost Engineering Directory of Expertise (DX) to ensure the appropriate expertise is included on the review teams to assess the adequacy of cost estimates, construction schedules and contingencies.

6. FACTORS AFFECTING THE SCOPE AND LEVEL OF REVIEW.

Authorized purposes under the operations and recreation allocations of the Elk Creek project initially included flood control, irrigation, water supply, recreation, fish and wildlife enhancement, and water quality control. After dam construction was halted in 1987, operations of the project area transitioned to fish and wildlife enhancement, water quality control, and recreation. In 2008 the dam was further modified under NEPA/ESA requirements to allow unhindered fish passage. The section of the dam crossing Elk Creek was demolished and streambed of Elk Creek was reconstructed to its historic alignment.

Project lands follow-on contract involves development that is required to safely and effectively manage the project area for fish and wildlife enhancement, water quality control, and recreation. These development features have been identified in the final Master Plan and Operational Management Plan dated October 2012. The scope of this contract encompasses a number of different facilities that are not complex in nature and fall perfectly into the scope of Small Projects and for a Design/Build Contractor. This review plan outlines our approach which allows for the most streamlined process with adherence to our quality control review process.

Types of facilities that will be in this Project Lands Follow-on contract are the following:

- a. Replace one deteriorated vehicle bridge with a Pedestrian bridge
- b. Replace one deteriorated vehicle bridge with another
- c. Restore fish passage at fish bearing tributaries
- d. Install gates for access control
- e. Invasive species control
- f. Construct two acres of wetland habitat for western pond turtles, including earthen berm, fencing and riparian vegetation
- g. Interpretive displays and signage
- h. Livestock fencing installation for protection of wetland area
- i. Hiking trails to control recreational access

7. DISTRICT QUALITY CONTROL (DQC)

All work products shall undergo DQC. DQC is an internal review process of basic science and engineering work products focused on fulfilling the project quality requirements defined in the Project Management Plan (PMP). The Portland District shall manage DQC for this product. Documentation of this review activity is required and should be in accordance with the Quality Manual of the District and the home MSC.

DQC will be managed by the Portland District in accordance with the MSC and district Quality Management Plans. All draft products and deliverables will be reviewed within the district. Work products will be forwarded to the appropriate Branch Chiefs of disciplines directly involved with the development of the document. The Branch Chiefs will determine the most appropriate person to carry out the review of the document.

a. **Documentation of DQC.** Products and deliverables will be reviewed as they are developed to ensure they meet project and customer objectives, comply with regulatory and engineering guidance, and meet customer expectations of quality. Informal reviews, consisting of project delivery team (PDT) presentations and discussions, shall be documented with meeting minutes. Formal reviews, consisting of review comments, review conferences, and backchecking, will be documented using Dr. Checks. Formal reviews will include a comprehensive evaluation of: correct application of methods, validity of assumptions, adequacy of basic data, correctness of calculations (error free), and completeness of documentation, compliance with guidance and standards, and BCOE considerations. DQC comments and resolution will be available to the ATR team.

Formal product reviews will occur at the times shown in the schedule shown below:

<u>REVIEW EVENT DQC/ATR</u>	<u>Start Review</u>
30% DDR Review	07-Mar-2013
ATR of bridge components of DDR	21 Mar 2013
60% Plans & Spec. Review	15-Jul-2013
90% Plans & Spec. Review	22-Nov-2013
ATR of Bridge P&S	07 Dec 2013
BCOE Review	23-Jan-2014
RFP issued for Design/Build contract	14-Mar-2014
Contract Award	10-Jun-2014

PROJECT DELIVERY TEAM ROSTER

NAME	DISCIPLINE
Gail Saldaña	Project Manager
TBD	Technical Lead/Civil Engineer
TBD	Civil Engineer
Tom North	Structural Engineer/Bridge
TBD	Hydraulic Design
Steve Helm	Environmental Compliance*
TBD	Real Estate
Chad Stuart	Rogue River **
Scott Clemans	PAO
TBD	AE Unit
TBD	Contracting
TBD	Cost Engineering
TBD	Small Projects

* Environmental Services Branch will prepare, compile, and provide data required for NEPA/environmental documentation. They will also provide analysis, attend meetings and workshop, assist in identifying necessary environmental documentation and complete formal coordination with appropriate agencies. Initiate SLOPES for Design/Build Contract.

** The Rogue River Project staff (in addition to being a customer) will be active participants in the project and technical review team

8. AGENCY TECHNICAL REVIEW (ATR)

ATR is required for Other Work Products (such as Design Documentation Reports) when a risk assessment determines that ATR is the appropriate level of review. The objective of ATR is to ensure consistency with established criteria, guidance, procedures, and policy. The ATR will assess whether the analyses presented are technically correct and comply with published USACE guidance, and that the document explains the analyses and results in a reasonably clear manner for the public and decision makers. The ATR will be managed by NWD as the RMO, and shall be conducted by a qualified team of specialist not involved in the day-to-day production of the project/product. ATR teams will be comprised of senior personnel and experts as appropriate.

a. Products to Undergo ATR.

The portions of the Design Documentation Report and Design-Build Plans and Specifications (P&S) for the vehicle and pedestrian bridges will undergo ATR. (No other portions of this project require ATR.)

b. Required ATR Team Expertise.

ATR Team Members/Disciplines	Expertise Required
ATR Lead	The ATR lead should be a senior professional preferably with experience in preparing design/build contracts and conducting ATR. The lead should also have the necessary skills and experience to lead a virtual team through the ATR process. The ATR lead will also serve as a reviewer for any of the below disciplines.
Structural Engineer	Structural Engineer shall be a senior professional with at least 10 years experience with pedestrian and vehicle bridges.
Civil Engineer	The reviewer should be a senior professional with experience in general site work.

c. Documentation of ATR. DrChecks review software will be used to document all ATR comments, responses and associated resolutions accomplished throughout the review process. Comments should be limited to those that are required to ensure adequacy of the product.

In some situations, especially addressing incomplete or unclear information, comments may seek clarification in order to then assess whether further specific concerns may exist.

9. INDEPENDENT EXTERNAL PEER REVIEW (IEPR)

A risk-informed decision, as described in EC 1165-2-209 was evaluated and an IEPR is not required for this product.

10. POLICY AND LEGAL COMPLIANCE REVIEW

All decision documents will be reviewed throughout the study process for their compliance with law and policy. Guidance for policy and legal compliance reviews is addressed in Appendix H, ER 1105-2-100. These reviews culminate in determinations that the recommendations in the reports and the supporting analyses and coordination comply with law and policy, and warrant approval or further recommendation to higher authority by the home MSC Commander. DQC and ATR augment and complement the policy review processes by addressing compliance with pertinent published Army policies, particularly policies on analytical methods and the presentation of findings in decision documents.

11. COST ENGINEERING DIRECTORY OF EXPERTISE (DX) REVIEW AND CERTIFICATION

All decision documents shall be coordinated with the Cost Engineering DX, located in the Walla Walla District. The RMO is responsible for coordination with the Cost Engineering DX.

12. MODEL CERTIFICATION AND APPROVAL

a. **Planning Models.** No planning models will be used.

13. REVIEW SCHEDULES AND COSTS

a. **ATR Schedule and Cost.** ATR is currently anticipated to be performed by the design/build contractor prior to start of construction activity (breaking ground) approximately at their 30% design occurring 8-Jul-2014

Reviewer Type	Hours	Labor Rate	Total
ATR Team Reviewers (5)	12	\$120/hr	\$7,200
ATR Team Lead additional responsibilities	32	\$120/hr	\$3,840
Total			\$11,040

14. PUBLIC PARTICIPATION. No public review is planned or required.

15. REVIEW PLAN APPROVAL AND UPDATES

The NWD Commander is responsible for approving this Review Plan. This Review Plan is a living document and may change as the study progresses. Portland District is responsible for keeping the Review Plan up to date. Minor changes to the review plan since the last approval are documented in Attachment 1. Significant changes to the Review Plan (such as changes to the scope and/or level of review) should be re-approved by the NWD Commander following the process used for initially approving the plan. The latest version of the Review Plan, along with the Chief of Planning’s approval memorandum, will be posted on the Portland District’s webpage.

16. REVIEW PLAN POINTS OF CONTACT

Public questions and/or comments on this review plan can be directed to the following points of contact:

- Gail Saldaña, Portland District, 503-808-4781
- Steve Bredthauer, Northwestern Division, 503-808-4053

ATTACHMENT 1: REVIEW PLAN REVISIONS

Revision Date	Description of Change	Page / Paragraph Number