



DEPARTMENT OF THE ARMY
PACIFIC OCEAN DIVISION, U.S. ARMY CORPS OF ENGINEERS
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CEPOD-PDC (1110)

11 January 2021

MEMORANDUM FOR Commander, Alaska Engineer District (CEPOA-PM-C/Amber Metallo), P.O. Box 6898, JBER, AK 99506-0898

SUBJECT: Approval of the Review Plan for the Petersburg Navigation Improvement Project Design and Implementation Phase

1. References:

- a. Engineering Circular 1165-2-217, Review Policy for Civil Works.
 - b. CEPOA-DC, memorandum (Petersburg Navigation Improvements, Petersburg, Alaska, Review Plan for Design and Implementation), 1 Sep 20.
 - c. Review Plan, Petersburg Navigation Improvements, Continuing Authorities Program (CAP) Section 107, Design and Implementation, Alaska District (Encl).
2. IAW reference 1.a. and 1.b. this memorandum constitutes approval of the Review Plan for the Petersburg Navigation Improvements CAP Section 107 Design and Implementation phase, Alaska District, U.S. Army Corps of Engineer.
3. The approved Review Plan is subject to change as circumstances require, consistent with project development under the Project Management Business Process. Subsequent significant revisions to this Review Plan or its execution require my written approval.
4. POC is Mr. Russell Iwamura, Planning and Policy Team Leader, Civil Works Integration Division, at 808-835-4625 or email Russell.K.Iwamura@usace.army.mil.

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Encl

KIRK E. GIBBS
Colonel, EN
Commanding

REVIEW PLAN

**Petersburg Navigation Improvements
Continuing Authorities Program (CAP) Section 107
Design and Implementation
Alaska District**

MSC Approval Date: 11 January 2021
Last Revision Date: 09 October 2020



**US Army Corps
of Engineers®**

**REVIEW PLAN
October 2020**

Project Name: Petersburg Navigation Improvements, Petersburg, Alaska
P2 Number: 447803

Decision Document Type: N/A

Project Type: Single-Purpose Navigation (Small Boat Harbor)

District: Alaska District (POA)

District Contact: Project Manager, 907-753-5632

Major Subordinate Command (MSC): Pacific Ocean Division (POD)

MSC Contact: CAP Manager, 808-835-4621

Review Management Organization (RMO): Small Boat Harbor Planning Sub-Center of Expertise (SBH-PSCX)

RMO Contact: Chief of Planning, 808-835-4625

Note: The RMO is the MSC for CAP projects.

KEY REVIEW PLAN DATES

Date of RMO Endorsement of Review Plan: 11 January 2021

Date of MSC Approval of Review Plan: 11 January 2021

Date of IEPR Exclusion Approval: N/A

Has the Review Plan changed since PCX Endorsement? No

Date of Last Review Plan Revision: None

Date of Review Plan Web Posting: 20 January 2021

Date of Congressional Notifications: N/A

MILESTONE SCHEDULE

	<u>Scheduled</u>	<u>Actual</u>	<u>Complete</u>
<u>Project Partnership Agreement</u>	22 May 2020	27 May 2020	Yes
<u>Design Kick-off Meeting</u>	24 Jun 2020	24 Jun 2020	Yes
<u>Value Engineering Study</u>	26 Feb 2021		
<u>Draft Plans, Specs, SCR's, & Bid Schedule</u>	29 Mar 2021		
<u>Publish 95% (Draft Contract) & Package</u>	05 Apr 2020		
<u>ATR Review</u>	03 May 2021		
<u>BCOES Review</u>	29 Jun 2021		
<u>ATR Certification Signed</u>	04 Jun 2021		
<u>BCOES Certification Signed</u>	24 Jul 2021		
<u>Sources Sought Posting (30 days) & DD2579</u>	23 Jun 2021		
<u>Issue Solicitation</u>	14 Jul 2021		
<u>Receive/Open Bids</u>	03 Sep 2021		
<u>Contract Award</u>	29 Sep 2021		
<u>Notice to Proceed</u>	14 Oct 2021		
<u>Construction</u>	15 Mar 2022		

Project Fact Sheet
October 2020

Project Name: Petersburg Navigation Improvements

Location: Petersburg, Alaska

Authority: Section 107 of the River and Harbor Act of 1960, as amended (33 U.S.C. 577)

Sponsor: Petersburg Borough

Project Status: Project Partnership Agreement executed on 27 May 2020; Design kick-off meeting 24 June 2020

Project Area: The City of Petersburg is located on the northwest end of Mitkof Island, where the Wrangell Narrows meets Frederick Sound. It lies midway between Juneau and Ketchikan, about 120 miles from either community (Figure 1).

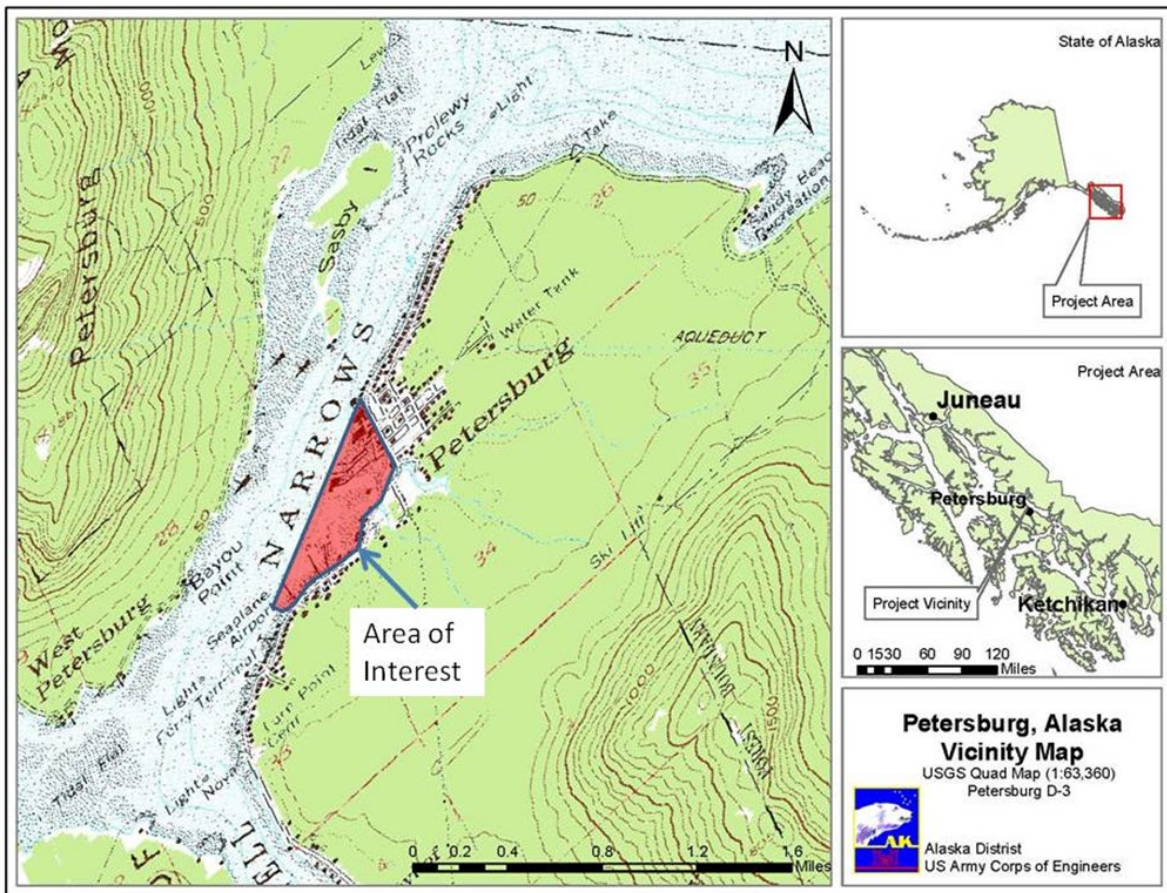


Figure 1. Petersburg Navigation Improvements Location & Vicinity.

Problem Statement: Insufficient depths and existing marine infrastructure within the Petersburg harbor system cause transportation inefficiencies and limit access for commercial fishing and subsistence activities, creating economic inefficiencies for the region and Nation.

Federal Interest: The Federal Interest Determination (FID) was initiated on 12 August 2016 and established federal interest for conducting navigation improvements. The Feasibility Cost Share Agreement (FCSA) was executed on 27 September 2017. Federal interest was confirmed during the feasibility study with MSC approval of the Decision Document received on 28 October 2019. The Recommended Plan includes deepening the entrance channel, turning basin and two maneuvering basins in South Harbor in Petersburg, AK. In-water placement of the dredged material would occur for the estimated 83,000 Cubic Yards (CY) being removed from the harbor.

Risk Identification: Sediment analysis will be conducted in Design and Implementation (D&I) to inform the location for the disposal of dredge material. Coordination is on-going with the Environmental Protection Agency (EPA) on the sediment sampling process and site selection document for potential open-ocean sediment disposal. D&I costs were developed to include this sampling and lab analysis.

1. FACTORS AFFECTING THE SCOPE AND LEVEL OF REVIEW

Scope of Review: CAP 107 projects are exempt from Type 1 Independent External Peer Review (IEPR) unless they meet any of the mandatory triggers outlined in Director of Civil Works (DCW) Memorandum, Interim Guidance on Streamlining IEPR for Improved Civil Works Product Delivery, 5 April 2019. No Type 1 IEPR was conducted in feasibility since this project did not meet any of the mandatory triggers for Type 1 IEPR.

The cost documents will undergo a low opportunity scan for Value Engineering. The draft plans and specifications will undergo District Quality Control, Agency Technical Review, MSC Quality Assurance (QA), and Biddability, Constructability, Operability, Environmental and Sustainability as outlined in the next section.

2. REVIEW EXECUTION PLAN

This section describes each level of review to be conducted.

District Quality Control (DQC). DQC is an internal review process of basic science and engineering work products focused on fulfilling the project quality requirements of the project management plan. All design documents (including data, analyses, environmental compliance documents, etc.) will undergo DQC review. DQC fulfills the project quality requirements of the Project Management Plan (PMP).

Agency Technical Review (ATR). ATR is performed to assess whether project analyses are technically correct and comply with USACE guidance and whether documentation explains the analyses and results in a clear manner. Further, the ATR team will ensure that proper and effective DQC has been performed (as assessment of which will be documented in the ATR report) and will ensure that the product is consistent with established criteria, guidance, procedures, and policy. This team will be comprised of certified USACE personnel. The ATR team lead will be from outside POD.

Value Engineering Review. The procurement action will complete the Value Engineering process as required by Army Regulation ER 11-1-321, Change 1 and DOD Instruction 4245nn. It will comply with Public Law 99-662 (33USC 2288) and OMB Circular A-131. This is a Civil Works project with a total estimated project cost of \$7.3 million, which is under the minimum VE threshold of \$10.0 million. In coordination with the Value Engineer and cost engineering department, it was determined that a low opportunity scan will be conducted and a VE Management Plan will be formulated.

Biddability, Constructability, Operability, Environmental and Sustainability (BCOES) Review. BCOES Review will be performed as required by ER 415-1-11 BCOES Reviews and CEPOA-7.3-3. The BCOES review is intended to inject professional construction knowledge and experience into the process of preparing the solicitation to ensure that the document is clear, complete, and free of ambiguity so that the number of amendments, modifications and disputes during the bidding and construction processes will be reduced and that operability, environmental and sustainability considerations are incorporated. The BCOES process is one of several Quality Control processes described in ER 1110-1-12, Engineering and Design Quality Management, paragraph 3-1. The BCOES certificate is required to advertise the solicitation.

Key Division signatories include:

- Chief, Civil Project Management;
- Chief, Real Estate;
- Chief, Operations;
- Chief Engineering, Construction and Operations

Since CAP projects are small in scope, scale and complexity, only one review is required. The BCOES review will be performed at 95% level of design and a review and backcheck at 100% level of design.

Table 1 provides the schedules and cost for reviews. The specific expertise required for the teams are identified in later subsections covering each review. These subsections also identify requirements, special reporting provisions, and sources of more information.

Table 1: Levels of Review

Product to undergo Review	Review Level	Start Date	End Date	Cost	Complete
Cost Documents	Value Engineering	11 Jan 2021	26 Feb 2021	\$25,000	
Draft Plans and Specifications	District Quality Control (DQC)	06 Apr 2021	30 Apr 2021	\$25,000	
Draft Plans and Specifications	ATR	03 May 2021	04 Jun 2021	\$30,000	
Complete Plans and Specifications package (Div 0, Div 1, technical specifications and drawings)	BCOES	29 Jun 2021	24 Jul 2021	\$35,000	

a. District Quality Control. POA shall manage DQC and will appoint a DQC Lead to oversee that review (see EC 1165-2-217, section 8.a.1). The DQC Lead should prepare a DQC Plan and provide it to the RMO prior to starting DQC reviews. Table 2 identifies the required DQC team expertise.

Table 2: Required DQC Expertise

DQC Team Disciplines	Expertise Required
DQC Lead	A senior professional with extensive experience preparing CW design documents and conducting DQC. The lead may also serve as a reviewer for a specific discipline (such as engineering, environmental resources, etc.).
Environmental Resources	Expertise in evaluating the impacts associated with small boat harbors and dredged material placement and beneficial use options. Should also be experienced with environmental coordination, National Environmental Policy Act (NEPA) requirements, Endangered Species Act (ESA) requirements, and the unique needs and lifestyles of subsistence communities.
Hydrology and Hydraulics (H&H) Engineer	Expert in the field of coastal hydraulics and have a thorough understanding of analyses of winds, waves, currents, hydrodynamic-salinity, small boat harbor/channel design, and breakwater construction. A registered professional engineer is recommended.
Geotechnical Engineer	Experienced in geotechnical investigation practices including soil classification and dredging of small boat harbors. A registered, professional engineer is recommended.
Cost Engineering	Familiar with cost estimating using the Microcomputer Aided Cost Engineering System (MCACES) model and preparation of an MII Cost Estimate. The reviewer will be Certified Cost Technician, Certified Cost Consultant, or Certified Cost Engineer.
Construction/Operations	Experience in dredging practices and construction operations for small boat harbors. A registered professional engineer is recommended.

Documentation of DQC. Quality Control should be performed continuously throughout D&I. Certification of DQC completion is required prior to ATR. Documentation of DQC should follow the POA Quality Manual and the POD Quality Management Plan. An example DQC Certification statement is provided in EC 1165-2-217 (Figure F). DrChecks software will be used to document DQC review (comments, responses, and issue resolution).

Documentation of the completed DQC review (i.e., all comments, responses, issue resolution, and DQC certification) will be provided to the RMO and ATR Team leader prior to initiating an ATR/subsequent reviews. The ATR team will assess the quality of the DQC performed and provide a summary of that assessment in the ATR report. Missing or inadequate DQC documentation can result in the start of subsequent reviews being delayed (see EC 1165-2-217, Section 9).

b. Agency Technical Review. ATR will be performed on the draft plans and specifications and supporting analyses (EC 1165-2-217, paragraph 9.i.(3)). The RMO will manage the ATR. ATR will be performed by a qualified team from outside the POA that is not involved in the day-to-day production of the project/product. ATR will be performed by a team whose members are certified or approved by their respective Communities of Practice (CoPs) to perform reviews. Starting 1 November 2020, all new nominations, endorsements, reviews and certifications will be done utilizing the Command Training Program- Corps of Engineers Reviewer Certification and Access Program (CTP-CERCAP) application. Additionally, all personnel certified in the legacy CERCAP must submit a new nomination in CTP-CERCAP by 1 March 2021. Starting 1 May 2021, only those persons listed in CTP-CERCAP as certified may perform ATRs (Engineering and Construction Bulletin (ECB) Implementation of CERCAP Refresh (CTP-CERCAP), XX Sep 20). The RMO will identify an ATR lead and ATR team members. The ATR team lead will be from outside POD.

c. BCOES Review. This BCOES review will be conducted in accordance with Army Regulation ER 415-1-11. Prior to the BCOES review, the PM will be required to provide a signed VE certification with signed concurrence from the VE Officer. Table 3 identifies the anticipated disciplines and team expertise required for ATR and BCOES reviews.

Table 3: Required Agency Technical and BCOES Review Team Expertise

Review Team Disciplines	Expertise Required
Review Team Lead	The lead will be a senior professional with extensive experience preparing CW design documents conducting design review. The lead should have the skills to manage a virtual team. The lead may serve as a reviewer for a specific discipline (e.g., engineering, environmental resources etc.).
Environmental Resources	Expertise In evaluating the impacts associated with small boat harbors and dredged material placement/beneficial use options. Should also be experienced with environmental coordination, NEPA requirements, ESA requirements, and the unique needs and lifestyles of subsistence communities.
H&H Engineer	Expert in the field of coastal hydraulics and have a thorough understanding of analyses of winds, waves, currents, hydrodynamic-salinity, small boat

	harbor/channel design, and breakwater construction. A registered professional engineer is recommended.
Geotechnical Engineer	Experienced in geotechnical investigation practices including soil classification and dredging of small boat harbors. A registered, professional engineer is recommended.
Cost Engineer	Familiar with cost estimating using the MCACES model and preparation of an MII Cost Estimate. The reviewer will be Certified Cost Technician, Certified Cost Consultant, or Certified Cost Engineer. Coordination with the Cost Engineering MCX will be required for their selection of the cost engineering reviewer and to obtain Cost Engineering MCX certification of the cost estimate.
Construction/Operations	Experience in the operation and maintenance of small boat harbors to include dredging and placement. A registered professional engineer is recommended.

Documentation of ATR and BCOES. DrChecks will be used to document ATR and BCOES comments, responses, and issue resolution. Comments should be limited to those needed to ensure product adequacy. All members of the review team should use the four-part comment structure (EC 1165-2-217, Section 9(k)(1)). If a concern cannot be resolved by the review team and PDT, it will be elevated to the vertical team for resolution using the issue resolution process identified in EC 1165-2-217. The comment(s) can then be closed in DrChecks by noting the concern has been elevated for resolution. The Review Team Lead will prepare a Statement of Technical Review Report (see EC 1165-2-217, Section 9), for design documents, certifying that review issues have been resolved or elevated. Any unresolved issues will be documented in the review report prior to certification.

Public Posting Information per EC 1165-2-217. As required by EC 1165-2-217, the approved RP will be posted on the District public website (<http://www.xxx.usace.army.mil/pm/pmPeerReview.html>). This is not a formal comment period and there is no set timeframe for the opportunity for public comment. When comments are received, the PDT will consider them and decide if revisions to the RP are necessary.

Review Plan Approvals and Updates. The MSC Commander, or delegated official, is responsible for approving this Review Plan. The Commander’s approval reflects vertical team input (involving the District, MSC, and RMO) as to the appropriate scope, level of review, and endorsement by the RMO. The Review Plan is a living document and should be updated in accordance with EC 1165-2-217. All changes made to the approved Review Plan will be documented. The latest version of the Review Plan, along with the Commanders’ approval memorandum, will be posted on the District’s webpage and linked to the HQUSACE webpage. The approved Review Plan should be provided to the RMO.

ATTACHMENT 1: TEAM ROSTERS

PROJECT DELIVERY TEAM			
Name	Office	Position	Phone Number
Amber Metallo	CEPOA-PM-C-PL	Project Manager	907-753-5632
Stephen Giesbrecht	Borough Manager	Sponsor	907-772-5401
Deirdre Ginter	CEPOA-EC-G-HH	Hydraulic Engineer	907-753-2805
Jeremy Allen	CEPOA-EC-O	Operations	907-753-2753
Matthew Ferguson	CEPOA-PM-C-ER	NEPA Specialist	907-753-2711
Colleen Jordan	CEPOA-ECC-J	Project Engineer	907-753-2788
Binh Nguyen	CEPOA-EN-CE	Cost Engineer	907-753-2874
Nathan Machacek	CEPOA-EC-A-CS	BCOES Coordinator	907-753-2678
Inocencio Roman	CEPOA-EC-G-GM	Geotechnical Engineer	907-753-2685
Donald Tybus	CEPOA-EC-CE	Value Engineer	907-753-5655
Brandee Ketchum	CEPOA-OC	Attorney	907-753-5502
Greg Vernon	CEPOA-SO	Safety	907-753-7573
Jeanette Morphew	CEPOA-CT	Contract Specialist	907-753-5594
Lori Scalis	CEPOA-PM-C	Financial Analyst	907-753-5634
Tuan Lai	CEPOA-EC-CS	BCOES Coordinator back-up	907-753-5500

DISTRICT QUALITY CONTROL TEAM			
Name	Office	Position	Phone Number
Cynthia Upah	CEPOA-PM-C-PL	Planning	907-753-5788
John Rajek	CEPOA-EC-G	Geotechnical Engineer	907-753-5695
Mike Salyer	CEPOA-PM-C-ER	Environmental Resources	907-753-2690
Karl Harvey	CEPOA-EC-DB-CE	Cost Engineer	907-753-5738
Julie Anderson	CEPOA-EC-O	Operations	907-488-5408
Nathan Epps	CEPOA-EC-G-HH	H&H Engineer	907-753-
Ze Jong	CEPOA-EC-A-CW	Resident Engineer	907-753-2523
Chuck Livers	CEPOA-EC-CS	Construction	907-753-7015
Monica Velasco	CEPOA-EC	Construction	907-753-5688
David Prado	CEPOA-SO	Safety	907-753-2896
John McComas	CEPOA-CT	Contract Specialist	907-753-2593

AGENCY TECHNICAL REVIEW TEAM			
Name	Office	Position	Phone Number
To Be Determined (TBD)		ATR Lead	

POLICY AND QUALITY ASSURANCE REVIEW TEAM ¹			
Name	Office	Position	Phone Number
Russell Iwamura	CEPOD-PDC	POD, CW Planning Team Leader	808-352-6974
Lindsey Freitas	CECC-POD	Attorney	808-835-4753
Sharon Ishikawa	CEPOD-PDC	CAP Manager	808-835-4621
Steve Yamamoto	CEPOD-PDC	Programs	808-835-4627
TBD		Senior Economist	

¹ Same as the Vertical Team for CAP projects.