



Reply to
Attention of:

DEPARTMENT OF THE ARMY
SOUTHWESTERN DIVISION, CORPS OF ENGINEERS
1100 COMMERCE STREET
DALLAS, TEXAS 75242-0216

CESWD-PDS-P

10 JUL 2007

MEMORANDUM FOR Commander, Fort Worth District

SUBJECT: Review Plan Approval for the Salado Creek Watershed Feasibility Study

1. References:

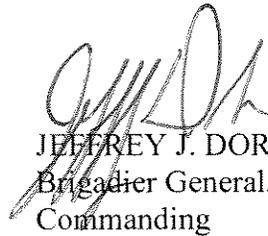
- a. EC 1105-2-408, 31 May 2005, subject: Peer Review of Decision Documents.
- b. Memorandum, CECW-CP, 30 March 2007, subject: Peer Review Process.

2. The enclosed Review Plan (Plan) for the Salado Creek Watershed Feasibility Study has been prepared in accordance with referenced guidance.

3. The Plan has been made available for public comment, and the comments received have been incorporated. It has been coordinated with the Flood Damage Reduction Planning Center of Expertise of the South Pacific Division which is the lead office to execute this Plan. The Plan does not include external peer review.

4. I hereby approve this Review Plan, which is subject to change as study circumstances require, consistent with study development under the Project Management Business Process. Subsequent revisions to this Plan or its execution will require new written approval from this office. For further information on this issue please contact Brent Hyden, CESWD-PDS-P, at (469) 487-7033.

Encl


JEFFREY J. DORKO
Brigadier General, USA
Commanding

QUALITY OBJECTIVES AND QUALITY CONTROL PLAN

The study will be conducted guided by the following principles:

- Study completed within agreed upon schedule and budget
- Technical analysis meet or exceed accepted standards
- All policy issues are resolved prior to the final report
- The report is approved by HQUSACE, ASA(CW), and OMB in a timely manner

Quality Objectives

Quality Objectives (QO) measures project success with a focus on customer inputs. Once QOs are properly recorded, an appropriate measure of success is established to determine the acceptable target/threshold for quality providing guidance to PDT members on allocating limited resources to major project deliverables. They include the following.

Quality Objective #1: To Be Determined with input from Sponsor

Quality Objective #2: To Be Determined with input from Sponsor

Quality Control Plan

Quality objectives are met and technical adequacy ensured through the implementation of the Quality Control Plan (QCP).

Quality Control Plan #1: {Based on Quality Objective #1} TBD

Quality Control Plan #2: {Based on Quality Objective #2, etc} TBD

The QCP also identifies a systematic review and approval of all products occurring throughout the study ensuring technical adequacy, and compliance with all applicable Corps technical standards, policies, regulations, and guidelines. The *independent technical review (ITR)* consists of the review of technical products by individuals or organizations not directly involved in the specific study. Checklists will be used to assist the reviewer, not to replace technical expertise or judgment. The checklists are designed to assist the reviewer in ensuring the report contains the minimum amount of material necessary to make decisions and any conclusions drawn in the report are based on the information provided. ITRs will be completed whenever the output of an analysis is used as an input for another analysis, particularly after the completion of without project analyses, with-project analyses, and the draft report. The following process will be followed:

- PDT member provides the ITR team member the technical analysis, data, models, text, etc.
- ITR team member will review technical analyses, and document comments, questions, concerns, etc., using “Doctor Checks,” and provides to PDT member.
- PDT member documents responses to comments using Doctor Checks, and provides to ITR team member.

- Once all comments have been adequately resolved, the comments and responses are provided to the first line supervisor for approval.
- Technical product is provided to the project manager.
- An external independent technical review will be conducted by an organization outside of the District. This ITR will occur prior to the Alternative Formulation Briefing. All decision documents reviewed during the study is expected to ensure compliance with applicable laws and policy.

Peer Review Plan

The *peer review* occurs after the draft report is completed and prior to the release of the draft report for public review. The peer review will be conducted either by a Corps organization outside of the Fort Worth District (internal peer review for small, non-controversial projects) or an organization outside of the Corps of Engineers (external peer review for large controversial projects). It is anticipated that an external peer review will not be required since traditional technical models will be used and non-precedent setting solutions are anticipated. The prepared peer review package shall contain the following components:

- Executive summary of project complete with PDT members for the benefit of review team.
- Rational for internal peer review. However, should the study anticipated solutions evolve into the potential for being a influential scientific document, project manager shall readjust plans to include an external peer review.
- A schedule of peer review complete with list of disciplines (geotech, hydrology and hydraulics, economics, etc.) and review completion dates.
- External public review and comments schedule through the NEPA process. All comments shall be compiled for peer reviewers.
- Review disciplines will be outlined as appropriate. All disciplines will be represented to insure comprehensive review. Special expertise of reviewers will be coordinated by the project manager with PCX. Additional coordination will be necessary in the event an external review is warranted.