

2005 PARTNERSHIP AGREEMENT

**Between the
National Park Service, Denver Service Center
And the
Federal Highway Administration, Eastern Federal Lands Highway Division**

INTRODUCTION

This Partnership Agreement between the National Park Service (NPS)/Denver Service Center (DSC) and the Federal Highway Administration, Eastern Federal Lands Highway Division (EFLHD) is for the enhancement of operating procedures and services in support of the Federal Lands Highway Program (FLHP), Park Roads and Parkways Program (PRPP). Within their own frameworks, the DSC and the EFLHD have shared visions and goals to assist NPS parks and regions with the delivery of the PRPP. The intent of this Partnership Agreement is threefold. 1. To improve project and program level communication and coordination between the two agencies. 2. To enhance a deliberate and systematic approach to project and program delivery. 3. To encourage a high level of teamwork and trust between agency personnel to ensure success of a greatly expanded program as envisioned under future legislation.

Under Title 23, U.S.C., Section 204, the National Park Service (NPS) shares responsibility for administering the FLHP with the Federal Highway Administration (FHWA). This program has traditionally funded the PRPP for the planning, design, and construction of park road projects in all NPS park units, and more recently, an Alternative Transportation Program (ATP) for transit. Four interagency agreements further describe the intent and relationships basic to the program. The 1983 interagency agreement between the FHWA and the NPS states that the FHWA will provide engineering services for the PRPP at the request of the NPS, and the NPS will be responsible for landscape architecture and compliance activities. The 1997, 1999, and 2003 Memorandums of Understanding (MOU) between the Secretary of Transportation and the Secretary of the Interior supplement the 1983 agreement, setting forth general terms and conditions for cooperatively developing and integrating transportation planning, resource protection and safety in national parks.

Denver Service Center

The Associate Director, Park Planning Facilities and Lands (PPFL) instructed the Washington Office Park Facility Management Division (WASO-PFMD) to manage the administration of the PRPP. Within the NPS, regional offices are responsible for short and long-range program planning and scheduling with the approval of WASO-PFMD. WASO-PFMD has requested that the DSC, in coordination with the regions, provide the necessary support to ensure that the NPS' obligations under existing agreements with the FHWA are being properly met.

The DSC is available to provide Project Management, technical and contractual services that support the PRPP and ATP efforts. The DSC has a service-wide responsibility to support the planning, design, and construction efforts of the NPS in all program areas through its professional services staff and organizational structure. The DSC is comprised of senior level professional staff with long-term experience in FLHP projects across the entire National Park System. The DSC has indefinite delivery, indefinite quantity (IDIQ) contracts with transportation-oriented Architect/Engineering firms (A/E) that are available for use service-wide. Under the umbrella of the DSC organizational structure, any required

professional services supporting the FLHP can be addressed in any geographic locale over the life of a project.

The DSC now has a Transportation Division that is fully dedicated and committed to supporting the FLHP. The DSC has designated two Branch Chiefs, one each for park roads and parkways and transportation planning. In addition, the DSC has Project Managers and Project Specialists in landscape architecture, civil engineering, transportation planning and natural and cultural compliance. Landscape architecture and compliance are the areas of primary NPS responsibility within the FLHP.

- **Primary NPS areas of responsibility:** Landscape architecture and compliance activities.
- **Shared area of responsibility:** Program and Project delivery

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EFLHD is available to provide Project Management, technical and contractual services that support the PRPP and ATP efforts. The EFLHD has stewardship responsibilities for oversight of Title 23 funds which include oversight of projects delivered by others. The EFLHD has a responsibility to support the planning, design and construction efforts of the PRPP through its professional services staff and organizational structure. The EFLHD is comprised of senior and journeyman level professional staff with long-term experience in FLHP projects across the Northeast, National Capital, Southeast, and a portion of the Midwest regions of the NPS. The EFLHD has nationwide responsibility for bridge design and inspection, road inventory, and Intelligent Transportation Systems (ITS) for the NPS. The EFLHD has indefinite delivery, indefinite quantity (IDIQ) contracts with transportation oriented A/E firms that are available for use. The EFLHD has Project Managers, Design Engineers and Specialists in the area of civil engineering including, transportation, structural, geotechnical, hydraulics, materials, and construction. The EFLHD has additional engineers and specialists in the areas of transportation planning, environmental compliance, asset management, safety, intelligent transportation systems, and contract administration.

- **Primary FHWA area of responsibility:** preliminary engineering, project management, contracting, construction engineering, contract administration, and construction management.
- **Shared area of responsibility:** Program and Project delivery

AREAS OF AGREEMENT

To facilitate the delivery of a larger program as envisioned under future legislation, while maintaining the highest standards of quality, meeting commitments and ensuring that time and budget constraints are respected, the management teams for the DSC and EFLHD support the following “Areas of Agreement” as described below:

- **Management Commitment** – It is agreed that the management teams of the DSC and EFLHD are committed to the intent of this agreement and will meet annually to discuss, ensure and facilitate a growing working relationship for the success of the Program.
- **Enhanced Communication and Coordination between Agencies:** It is agreed to require and encourage the highest level of communication and coordination for each project and throughout the life of the project. Clear communication should begin from the start of a project, during the project scoping trip, with well coordinated team efforts that allow participation of both agency’s project managers and other team members as required. To encourage better coordination and communication skills between project managers, the management teams for both the DSC and


EFLHD will support mutual partnering efforts and training programs aimed at enhancing these skills.

- **Conflict Resolution:** It is agreed that the use of conflict resolution matrices will be encouraged in all project agreements. The issue of problem resolution is an area that can potentially cause unintended project delays, but is an area where effective communication can greatly reduce the impacts of such delays by the proper elevation of issues that threaten timely or cost-effective project delivery to the appropriate authority.
- **Working Outside an Agency's Primary Area of Responsibility:** Each agency will focus on delivering their primary areas of responsibility as described in existing agreements; however, this delivery will be tempered by a high level of coordination and review by the partnering agency, as anticipated by existing agreements. Given the anticipated growth in the program, the professional support contracts available to each agency and in the spirit of our cooperative relationship, work outside of an agency's primary area of responsibility will be mutually agreed upon with the NPS region if the overall delivery of the program will be enhanced. When an agency works outside of its primary area of responsibility, the providing agency will submit progress plans, reports, documentation etc, in a timely manner, to the other agency for their review and critique prior to final deliverables being accepted as documented in the project agreement.
- **Performance Measurements:** It is understood that each agency has certain performance measurements by which to measure success. In delivering the program and projects each agency will work toward the success of each other's measures. The agencies will work together to identify common measures. For the EFLHD these performance measures include program stability, program obligations, contract growth, program delivery cost, preliminary and construction engineering cost, and customer satisfaction through program administration, project design, completed project, and environmental collaboration surveys. For the DSC these performance measures include successful project delivery, customer satisfaction, fulfilling NPS programmatic obligations, fiscal accountability and proper project


Program Knowledge: It is agreed that each agency will work toward a full understanding of the PRPP and other Title 23 related programs, partner agency roles and responsibilities, program procedures and decision-making processes. Each agency will support partnering and training efforts to enhance this knowledge. Future training classes such as Federal Lands 101, Introduction to FLH Environmental Processes, Director's Order 12, Highway Program Financing, and other similar courses will be offered for shared attendance by each agency.

SIGNATURES

This agreement shall remain in effect as long as the roles and responsibilities of each agency remain the same under the programmatic agreements or until dissolved bilaterally. In witness thereof, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives.


Transportation Division Chief
Denver Service Center

1-31-2005
Date


Division Engineer
Eastern Federal Lands Highway Division

2.2.05
Date