

Office Memorandum
No. 1125-2-6**LIBRARY COPY**

24 August 1992

Corps of Engineers Plant
APPROVAL AUTHORITY FOR ADDITIONS, BETTERMENTS AND
MODIFICATIONS OF PROJECT FACILITIES

1. PURPOSE. This memorandum provides the policies and procedures for obtaining authority for additions and betterments.
2. APPLICABILITY. This regulation applies to all elements of the Little Rock District.
3. REFERENCES:
 - a. SWDR 1125-2-3 dated 1 July 1977, subject: Approval Authority for Additions and Betterments.
 - b. Letter DAEN-CWO-R dated 4 October 1984, subject: Corps Policy on Utilization of Special Recreation User Fee (SRUF) Revenues.
 - c. Letter SWDCO-R dated 28 November 1984, subject: Corps Policy on Utilization of Special Recreation user Fee (SRUF) Revenues.
4. RESPONSIBILITY: The District Engineer is responsible for assuring that all funds are expended in a cost effective manner. To accomplish this goal, any replacement, purchase, or construction that will result in an addition or betterment will be economically justified, documented, and approved. The District Engineer has delegated the responsibility for this approval to the Chief, Construction-Operations Division. Any addition or betterment expenditure of more than \$10,000 must be approved by the Division Engineer.
5. PROCEDURE. The procedure to be followed in the Little Rock District for authorization of any addition or betterment is established as follows:
 - a. The review process for additions and betterments is needed to confirm compliance with the project master plans, regulations, policies, applicable safety standards, environmental standards, and to assure uniformity of quality and aesthetic appearance throughout the District. The review will also enable District staff to provide input on other available options.
 - b. Quality recreational facilities can be provided for the visiting public by proper use and expenditure of Special Recreation User Fee (SRUF) Funds. Additional facilities and betterments, that do not significantly increase O&M costs may be authorized within the SRUF program. The proposed SRUF program for each project will be submitted to SWD by 1 April for the following fiscal year. Each additional facility or betterment will be fully

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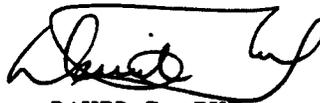
justified by the Resident Engineer/Manager or by identification of the need and economic justification. Safety standards and other directives may require improvements that cannot be economically justified, but approval is required. After the SRUF program has been submitted and approved by the Division Engineer, changes must be requested in writing by the Resident Engineer/Manager and approved by the Chief, Construction-Operations Division.

c. Correction of sanitary deficiencies through Code 711 allocations will no longer be possible beginning in FY 94. These items will need to be justified under the SRUF program as stated above or as an O&M item as stated below.

d. During normal operation and maintenance of project facilities, parks, and any other Corps maintained facilities, replacement and repair of existing structures or items may become necessary. In these cases, the Resident Engineer/Manager is authorized to make in-kind replacement or repair only. Any activity representing an addition or betterment, beyond that presently existing must be approved by the Chief, Construction-Operations Division. As an example, a decision on whether to improve a road surface by overlay in lieu of in-kind sealing will be supported by a cost analysis and approved by the Chief, Construction-Operations Division. Structural changes, room additions, new buildings, office renovations, or modifications, campsite hardening or rehabilitation, and upgrading obsolete operating equipment in a facility are other examples which will require approval. Minor changes such as substitution of stainless steel cable for carbon steel cable, or replacing obsolete electrical relays or switches with modern similar equipment may be performed without formal written approval by the Chief, Construction-Operations Division.

e. It is necessary to receive written approval from the Chief, Construction-Operations Division prior to utilizing in-house labor for construction of new project facilities.

6. LIMITATION. Authority for expenditure of funds in the project O&M budget for in-kind maintenance and repair is delegated by the District Engineer to the Resident Engineer/Manager. Expenditures of any funds for additions or betterments must be approved in writing by the Chief, Construction-Operations Division or Division Engineer, as applicable.



DAVID R. RUF
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District Engineer

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