



CECW-CO

DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS  
441 G STREET, NW  
WASHINGTON, D.C. 20314-1000

JUL 09 2014

MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS, AND DISTRICT COMMANDS, AND CHIEFS, OPERATIONS, MAJOR SUBORDINATE COMMANDS AND DISTRICTS

SUBJECT: Recreation Asset and Data Quality Review Project Delivery Team

1. This memorandum announces the establishment of a Project Delivery Team (PDT) to review existing policy and guidance for evaluation of the U.S. Army Corps of Engineers recreation program. The PDT will examine EM 1110-1-400, Chapter 7 – Evaluation of Recreation Program and Facilities, and applicable appendices to incorporate revisions in these documents to reflect current policy and procedures. This team will establish a consistent approach to collection and reporting of recreation data for operational efficiency purposes and management decisions.

2. The following individuals have been chosen to serve on the PDT:

Ryan Hartwig – SAD (Chair)  
Phil Smith - SPD  
Wen Chang - IWR  
Christine Wibowo - ERDC  
Harold (Mike) Key - NWO  
Kent Dunlap – SWT  
Miriam Fleming – SAM

3. The PDT was established during the Recreation Leadership Advisory Team (RLAT) meeting 25 March 2014 in support of the National Recreation Adjustment Plan (NRAP). PDT activities will be coordinated with the field as necessary and appropriate. Periodic reports of the team's progress will be provided to the RLAT, the MSC Operations Chiefs, and updates posted to the field via the NRM Gateway.

4. I appreciate your support for this important task. The HQ proponent of this effort in CECW-CO is Pep Persio, (202) 761-0036.

CECW-CO-N

Encl

JAMES HANNON  
Chief, Operations and Regulatory  
Directorate of Civil Works

SCOPE OF WORK  
EVALUATION OF RECREATION PROGRAMS AND FACILITIES  
PROJECT DELIVERY TEAM

1. **Background.** The Corps provides operation and maintenance for a vast recreation program spanning 404 lakes in 43 states. The recreation program relies on a performance based tool called the Recreation Budget Evaluation System (RecBEST) to evaluate and rank project level budget packages based on criteria set by national recreation business line managers. Rec-BEST provides the basis to formulate national level budget allocation decisions. Nationwide, the Corps' Recreation program has seen resources steadily decline over the last several years. Since Rec-BEST relies so heavily on self reported data, and competition for dwindling resources is at its apex of importance, a well established, consistent approach to data collection and reporting must be in place in order to best allocate the program's limited resources.
2. **Purpose.** The purpose of this PDT is to deliver draft policy and procedural guidance to establish a more consistent approach to evaluation of facility conditions and performance as well as collection and reporting of recreation data used in managing assets of the national recreation program. This PDT will work directly with the Asset Management team to establish a formal Operational Condition Assessment (OCA) process to support a risk based decision making process. In accordance with the National Recreation Adjustment Plan, we have committed ourselves to achieving a more consistent data set by FY2018, when the program will be reviewed again for changes. This process puts us in line to have a complete and accurate data set in place to make confident decisions.
3. **Products.** The PDT will deliver the following products:

  - a. PMP to define the approach to be used to deliver the intended product
  - b. Draft OCA process for asset management
  - c. Draft proposal to incorporate a QA/QC mechanism into RecSTATUS/RecBEST
  - d. Draft proposal to create a national performance review program
4. **Requirements.** The PDT will deliver the following products to CECW-CO in accordance with the timeline indicated below. All products are PDT recommendations. Final decisions will be made by CECW-CO after briefing MSC Operations Chiefs.

  - a. A detailed PMP to guide the PDT's efforts. Due: 1 Sept 2014.
  - b. A proposal to QA/QC changes for the RecStatus annual assessment: Due 1 Nov 2014
  - c. Recommended policy and guidance for a National Recreation Peer Review team, with associated OCA procedures. Due: 1 Dec 2014.
  - d. Upon review and concurrence, CECW-CO will send the recommendations to the field for review and comment. Field comments will be evaluated by the PDT, and final recommendations, including evaluation and recommended resolution of field comments will be delivered. Due: 1 February 2015.
5. **Collaboration.** It will be imperative that this team work closely with other teams in their ongoing efforts to support the National Recreation Adjustment Plan. Some of these other efforts include:

  - a. VERS modernization
  - b. OMBIL modernization and Enterprise Data Warehouse
  - c. Asset Management and Maintenance Management Improvement teams
  - d. Alternative Performance Metrics PDT

SCOPE OF WORK  
EVALUATION OF RECREATION PROGRAMS AND FACILITIES  
PROJECT DELIVERY TEAM

6. **Resources.** The PDT will consist of 6 members. A CECW-CO staff member will serve as an advisor. Written materials, such as regulations, policy memorandums, and similar resources will be provided to the PDT by the CECW-CO advisor. Travel, per diem, and salary will be situational to different tasks, but may be the responsibility of the employee's organization.