

**GREAT AMERICAN OUTDOORS ACT – NATIONAL PARKS AND
PUBLIC LANDS LEGACY RESTORATION FUND
COMPREHENSIVE PROJECT AGREEMENT**
United States Department of the Interior / National Park Service



U.S. Department of Transportation
Federal Highway Administration

**Virgin Islands National Park, Repair Lameshur Bay Road
PMIS 331322A / DOI Number N195, FHWA Project Number [TBD]**

*This agreement describes specific project requirements to be fulfilled and duties to be performed by all parties to produce or supply the services and products as agreed to below. The project agreement will be in effect from the date of the last signature to the date the project is closed. All LRF projects are subject to LRF budget rules: **Employee performance awards and bonuses may not be charged to any LRF funding; the hiring organization must plan to cover awards from other appropriate fund sources.***

CHRISTOPHER LEWIS
Digitally signed by
CHRISTOPHER LEWIS
Date: 2024.07.15
14:53:25 -06'00'

NPS Project Manager	Date
PENÉLOPE DEL BENE	
Digitally signed by PENÉLOPE DEL BENE Date: 2024.07.16 11:14:45 -04'00'	

Superintendent, Virgin Islands National Park	Date
STEPHEN KOVAR	
Digitally signed by STEPHEN KOVAR Date: 2024.07.15 15:06:00 -05'00'	

LRF Regional Coordinator, Interior Region 2 South Atlantic-Gulf	Date
MARK FOUST	
Digitally signed by MARK FOUST Date: 2024.07.16 16:32:19 -04'00'	

Regional Director, Interior Region 2 South Atlantic-Gulf	Date
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Project Manager, Eastern Federal Lands Highway Division	Date
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Division Director, Eastern Federal Lands Highway Division	Date
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PROJECT BACKGROUND

This project entails the repair and recapitalization of the Lameshur Bay Road (Route 100) on Saint John. Specific elements of work to be accomplished include replacement of the existing drainage with a new system capable of handling large rainfall events; construction of a new subgrade and base as needed; installation of a replacement road surface; striping/signage; and installation of guardrails along sections of the roadway.

PROJECT PURPOSE AND SCOPE

This project entails the repair and recapitalization of the Lameshur Bay Road (Route 100) on Saint John. Specific elements of work to be accomplished include replacement of the existing drainage with a new system capable of handling large rainfall events; construction of a new subgrade and base as needed; installation of a replacement road surface; striping/signage; and installation of guardrails along sections of the roadway.

ROLES AND RESPONSIBILITIES

Below is a list of roles and responsibilities (by office). The list includes relevant duties for each role.

Virgin Islands National Park POC:

Functions as the primary Park contact on a day-to-day basis to address project questions and issues, provides timely input of project information, and provides consolidated comments on the project documents to the NPS Project Manager on behalf of the park.

Deputy Superintendent, Scott Simmons

340-244-3762

LRF Program Manager, Region:

Acts as a liaison with the National Park Service Washington Office (WASO) on applicable matters; coordinates and/or participates in necessary project reviews; monitors and approves project funding requests associated with LRF funds. Ensures project complies with programmatic, regional, and national guidelines, policies, and standards. Functions as the primary regional project contact, as well as performing all other roles and responsibilities delegated to the LRF Program Manager, Region.

LRF Program Manager, Region – Steve Kovar (POC)

(270) 779-7507

NPS Project Manager (PM):

The NPS PM is responsible as the primary NPS point of project contact for maintaining clear communications with their FHWA counterpart throughout the life of the project. The NPS PM is responsible for the landscape architectural elements of the design, including the review and comment on the 95% PS&E submittals, reviewing all components of the design such as the horizontal and vertical erosion sediment layout, clearing limits, grading, drainage, erosion control, details, re-vegetation and associated site elements. The NPS PM is also responsible for providing the overall coordination within the NPS for achieving project compliance milestones and providing review of all natural and cultural resource issues to ensure that the Park Mission, NPS goals and park road standards are maintained.

NPS Project Manager (interim) – Steve Kovar (POC)

(270) 779-7507

EFLHD Responsibilities:

Provides design scoping and/or field trip report, all necessary field investigations, Preliminary Engineering (PE), Construction Engineering (CE), and construction contract administration. The EFLHD shares a joint responsibility to complete the project dealing with scope, schedule, and budget. Additional responsibilities include EFLHD acquiring any necessary construction permits.

NPS Programs Manager – Victor Carreras
Project Manager – TBD

(703) 948-3565

PRODUCTS AND SERVICES**FHWA:**

- Prepare the Design Scoping Review documentation.
- Prepare and comment on the Comprehensive Project Agreement. Done jointly with the DSC.
- Develop Plans, Specifications & Estimate (PS&E) documents or simplified contract package as appropriate for the project. The method of project delivery will be determined during the design process.
- Participate in on-site plan-in-hand reviews (as needed).
- Incorporate all pertinent/relevant comments submitted by the NPS into the final construction documents.
- Ensure compliance with both the NEPA and NHPA, as determined by the park.
- FWS, Section 7 Coordination.
- Produce hydrological and geotechnical engineering studies and reports (as needed).
- Submit for and obtain all applicable permits, including but not limited to the Army Corps of Engineers, and local/state permits.
- Advertise and award the construction contract.
- Administration of the construction contract and project closeout.
- Provide an on-site archeological monitor through the construction period.
- Prepare as-constructed drawings of the work and the project completion report.
- Provide technical support as required to develop the Value Analysis Documents
- Prepare and distribute the Monthly Status Report.

VIIS:

- Review and comment on the Design Scoping Review document.
- Prepare and submit the project into the Planning, Environment and Public Comment (PEPC) website for review by Park Resource Specialists.
- Determine the level of NEPA compliance that may be required. It is expected that the project will be Categorically Excluded. VIIS will be responsible for recording the NEPA documentation in the Planning, Environment and Public Comment (PEPC) website. Per the MOA for the adverse effect to Glenn-Kelly/Dyer Road intersection, the park and FHWA must go through the 4-step process for NHPA compliance and consult with the SHPO.
- Review and comment on the Comprehensive Project Agreement. Sign the project agreement.
- Coordinate with the Southeast Archeological Center (SEAC) to perform subsurface archeological evaluations to determine if subsurface features, exist and to ensure such areas are designed to minimize or avoid impacts.
- Participate in on-site plan-in-hand reviews and provide applicable comments to the NPS PM.
- Provide assistance regarding resource and visitor protection during construction.
- Obtain funding assistance for resource, visitor, and project coordination throughout the duration of the project.

NPS PM:

- Prepare and complete the Comprehensive Project Agreement. Done jointly with FHWA.
- Overall coordination of the project development between the FHWA, the Region and the Park.
- Participate in the Design Scoping Review. Review and comment on the Design Scoping Review document.
- Review and comment on the Comprehensive Project Agreement. Sign the project agreement.
- Coordinate and participate in on-site plan-in-hand reviews. Prepare and provide consolidated NPS comments on submitted Plans, Specifications and Estimate (PS&E) packages to the FHWA.
- Coordinate, document and submit value-based decisions to the NPS Value Analysis Technical Expert.
- Provide oversight during construction, review and approval of submittals, and draft letter of final acceptance for joint signature by the Superintendent and the NPS PM.
- Manages NPS Project Online schedule milestones and budget updates. Reviews monthly progress reports from EFLHD and informs regional LRF Coordinator and NPS GAOA PMO of any issues or risks to scope, schedule, or budget.

Region:

- Review and comment on the Design Scoping Review document, as deemed necessary.
- Review and comment on the Comprehensive Project Agreement. Sign the project agreement.
- Participate in on-site plan-in-hand reviews (as necessary).
- Coordinate internal regional office comments on the project design(s) and provide consolidated comments to the NPS PM.
- Authorize necessary funding to proceed with the design development and eventual construction contract award.

- Coordinates with regional LRF coordinator and keeps them informed of any issues or risks to scope, schedule, or budget. The regional LRF coordinator is the primary point of contact with the NPS GAOA PMO.

PRODUCTS AND SERVICES

FHWA:

- Prepare the Design Scoping Review documentation
- Prepare and comment on the Comprehensive Project Agreement. Done jointly with the DSC.
- Develop Plans, Specifications & Estimate (PS&E) documents or simplified contract package as appropriate for the project. The method of project delivery will be determined during the design process.
- Participate in on-site plan-in-hand reviews (as needed).
- Incorporate all pertinent/relevant comments submitted by the NPS into the final construction documents.
- Ensure compliance with both the NEPA and NHPA, as determined by the park.
- FWS, Section 7 Coordination.
- Produce hydrological and geotechnical engineering studies and reports (as needed).
- Submit for and obtain all applicable permits, including but not limited to the Army Corps of Engineers, and local/state permits.
- Advertise and award the construction contract.
- Administration of the construction contract and project closeout.
- Provide an on-site archeological monitor through the construction period.
- Prepare as-constructed drawings of the work and the project completion report.
- Provide technical support as required to develop the Value Analysis Documents
- Prepare and distribute the Monthly Status Report.

VIIS:

- Review and comment on the Design Scoping Review document.
- Prepare and submit the project into the Planning, Environment and Public Comment (PEPC) website for review by Park Resource Specialists.
- Determine the level of NEPA compliance that may be required. It is expected that the project will be Categorical Excluded. VIIS will be responsible for recording the NEPA documentation in the Planning, Environment and Public Comment (PEPC) website. Per the MOA for the adverse effect to Glenn-Kelly/Dyer Road intersection, the park and FHWA must go through the 4-step process for NHPA compliance and consult with the SHPO.
- Review and comment on the Comprehensive Project Agreement. Sign the project agreement.
- Coordinate with the Southeast Archeological Center (SEAC) to perform subsurface archeological evaluations to determine if subsurface features, including stone lined ditches along transportation corridors exist and to ensure such areas are designed to minimize or avoid impacts (e.g., overlay, mill and overlay vs. full depth reclamation). The park emphasizes that the design team consider overlay on Dyer Road given the contributing resources that are present along the peripheries and margins of the road. The work by SEAC

needs to be completed prior to the 30% design so the design team can finalize the pavement recommendations for the project.

- Participate in on-site plan-in-hand reviews and provide applicable comments to the NPS PM.
- Provide assistance regarding resource and visitor protection during construction.
- Obtain funding assistance for resource, visitor, and project coordination throughout the duration of the project, FY22 – FY24.

NPS PM:

- Prepare and complete the Comprehensive Project Agreement. Done jointly with FHWA.
- Overall coordination of the project development between the FHWA, the Region and the Park.
- Participate in the Design Scoping Review. Review and comment on the Design Scoping Review document.
- Review and comment on the Comprehensive Project Agreement. Sign the project agreement.
- Coordinate and participate in on-site plan-in-hand reviews. Prepare and provide consolidated NPS comments on submitted Plans, Specifications and Estimate (PS&E) packages to the FHWA.
- Coordinate, document and submit value-based decisions to the NPS Value Analysis Technical Expert.
- Provide oversight during construction, review and approval of submittals, and draft letter of final acceptance for joint signature by the Superintendent and the NPS PM.
- Manages NPS Project Online schedule milestones and budget updates. Reviews monthly progress reports from EFLHD and informs regional LRF Coordinator and NPS GAOA PMO of any issues or risks to scope, schedule, or budget.

Region:

- Review and comment on the Design Scoping Review document, as deemed necessary. Project scoping was completed in May 2021.
- Review and comment on the Comprehensive Project Agreement. Sign the project agreement.
- Participate in on-site plan-in-hand reviews (as necessary).
- Coordinate internal regional office comments on the project design(s) and provide consolidated comments to the NPS PM.
- Authorize necessary funding to proceed with the design development and eventual construction contract award.
- Coordinates with regional LRF coordinator and keeps them informed of any issues or risks to scope, schedule, or budget. The regional LRF coordinator is the primary point of contact with the NPS GAOA PMO.

PROJECT MILESTONES, RESPONSIBLE OFFICE, and PROJECTED SCHEDULE

*See Milestones and dates required in Addendum 1

PROJECT RISKS

Successful completion of the project is contingent on a variety of factors. Risk must be actively managed throughout the lifecycle of the investment. Identified risks that may delay the schedule or affect other project goals include the following:

- Future funding may not be available or may be delayed.
- Time commitments for park and region review of planning products may not be met.
- Travel commitments may not be met (e.g., due to travel ceiling).
- Necessary information may not be available (e.g., a need for new information arises).
- Public comments or concerns may necessitate extensive revisions or additional steps.
- Delays from internal NPS review may interfere with progress.
- Other unforeseen issues may arise.

AUTHORITY

This agreement is being executed under the following authority:

Consolidated Appropriations Act, 2024 (P.L. 118-42)

TRANSFER AUTHORITY TO FEDERAL HIGHWAY ADMINISTRATION FOR THE NATIONAL PARKS AND PUBLIC LAND LEGACY RESTORATION FUND SEC. 435. Funds made available or allocated in this Act to the Department of the Interior or the Department of Agriculture that are subject to the allocations and limitations in 54 U.S.C. 200402(e) and prohibitions in 54 U.S.C. 200402(f) may be further allocated or reallocated to the Federal Highway Administration for transportation projects of the covered agencies defined in 54 U.S.C. 200401(2).

FUNDING

Pursuant to Public Law 116-152 § 200402 (f)(3) Prohibited Use of Funds, performance awards may not be charged to any LRF funding; the hiring organization must plan to cover awards from other appropriate fund sources.

Funding needed from the LRF program

Task Description	FLH Cost	NPS Cost	Totals
Compliance	\$0.00	\$156,000.00	\$156,000.00
Design (PE)	\$533,120.00	\$0.00	\$533,120.00
Construction Management (CE)*	\$0.00	\$0.00	\$0.00
Construction (CN)*	\$0.00	\$0.00	\$0.00
Contingency*	\$0.00	\$0.00	\$0.00
TOTAL	\$533,120.00	\$156,000.00	\$689,120.00

** Currently, funding for Construction Management, Construction and Contingency activities are not authorized for the LRF portion of this project. NPS will inform FHWA when construction funds become available via a modification to this Project Agreement.*

TRANSFER OF FUNDS AND ADDITIONAL FUNDING REQUESTS

Upon approval of this agreement the NPS GAOA PMO will initiate a request to transfer budget authority to FHWA to the NPS Comptroller's Office. A formal memorandum in accordance with the criteria defined in the National Parks and Public Land Legacy Restoration Fund Investment and Cash Management Plan, will be initiated by the NPS Chief of Budget Execution requesting the transfer of approved amounts as shown in this agreement under section: Funding. Final approval and transfer of funding will be authorized by the DOI GAOA PMO.

In addition to the approved amounts for construction, construction management and pre-construction add-ons, NPS will transfer an amount not to exceed 3% of net construction for contingency with the initial execution of this agreement.

Additional Funding Requests including the transfer of additional contingency will need to be requested through a Project Change Request (PCR) document submitted by the NPS Project Manager to the PMO for the project. Once the PCR is approved the agreement will be modified using Addendum 3: Modification of Funding.

KEY CONTACTS

The following table provides contact information for the core team for this project:

Organization	Title	Name / Phone Number
VIIS	Deputy Superintendent	Scott Simmons (340-244-3762)
Southeast Region	LRF Regional Coordinator	Steve Kovar (270-779-7507)
Denver Service Center	Project Manager	TBD

REQUIRED ATTACHMENTS

- LRF Reporting Requirements: Addendum 1 Milestones and Reporting Requirements.
- LRF FHWA Quarterly Asset Report Example: Attachment A

CONTRACT DELIVERABLE REQUIREMENTS

All reporting requirements for GAOA shall be met by all parties. The list of reporting requirements shall be provided at the start of the project and may include but are not limited to:

- Monthly Progress Reports
- Contractor Invoices including Davis-Bacon reports
- Schedule of Values
- Spend Plan
- Contract Modifications
- Risk and Issue tracking
- Testing Reports
- Applicable policies to Compliance Coordinators

- Operations and Maintenance (O&M) manuals
- 1-year minimum warranty per FAR Clause 52.246-21
- Letter indicating Substantial Completion
- Release of Claims
- Closeout Documents
 - FHWA Completion Report; may include but is not limited to:
 - Project Description
 - Project Data
 - Construction
 - Construction Engineering
 - Appendices:
 - Title Sheet, Location Map, Typical Sections
 - Tabulation of Bids
 - Final Voucher Assembly (Final Voucher and Claims Release)
 - Close out Permits
 - Complete Road As-Built Form
 - Complete Accessibility Sign off
 - As-built documents
 - Completed CPARS evaluation

Reports shall be submitted to the NPS project manager.

REPORTING REQUIREMENTS

All reporting requirements for GAOA shall be met by all parties. See Addendum 1 for reporting requirements list.

SOLICITATION AND AWARD OF CONTRACTS:

SCHEDULE AND OPTIONS

NPS authorizes and encourages the use of schedules and options in GAOA LRF projects; however, the Project Data Sheets (PDSs) that are published in the President's Budget are the NPS's commitment to Congress of the scope that will be awarded within the identified budget. If bids are received in excess of readily available funding to award all schedules, then FHWA will initiate discussions through the NPS PM with the LRF PMO office. FHWA shall not award less than the full project scope without collaboration and approval from the NPS PMO and NPS Leadership. Project teams, represented by FHWA and NPS shall collaborate on appropriate strategy for creation of base schedule and options with the understanding that options represent potentially severable project scope.

CALENDAR DAYS FOR BID ACCEPTANCE

NPS authorizes and encourages FHWA build in a 90-calendar day minimum for government acceptance after the offer due date. If other than 90 days is contemplated, it should be in consultation with the NPS project team.

PROJECT AGREEMENT AMENDMENT PROCESS

The project agreement may be amended by any party to the agreement, subject to the concurrence by principal signatories. Circumstances that may result in an amendment to this agreement include any major changes in scope, schedule, products, budgets, milestone dates, and key positions. Amendments will be in the form of revisions to the original agreement or changes documented through standard correspondence or electronic mail. Distribute project agreement amendments to all signatories of the original agreement. Addendums will be used to keep the project agreement up to date of major changes.

Major changes are defined as any change in the scope, changes of 5% or more to costs or schedule as discussed in Addendum 1, by phase (PE, CN, CE).

CONFLICT RESOLUTION ESCALATION MATRIX

1. We intend that nothing herein is to conflict with current DOI or "other agency" directives. If the terms of this agreement are inconsistent with existing directives of either of the agencies entering into this agreement, then those portions of this agreement which we determine to be inconsistent must be renegotiated and we will complete a modification to the agreement to provide those corrections and directive compliance. All

other terms and conditions not affected by the inconsistency must remain in full force and effect.

2. Should disagreement arise on the interpretation of the provisions of this agreement, or modifications and/or revisions thereto, that cannot be resolved at the operating level, each party must state the area(s) of disagreement in writing and present the matter to the other party for consideration. If agreement on interpretation is not reached within thirty (30) days, the agencies must forward the written presentation of the disagreement to respective higher officials for resolution.

FHWA	NPS	Time to Resolve
FLHD Point of Contact	Park Coordinator DSC – Project Manager	5 Working Days
FLHD Planning and Programs Manager	Park Chief of Maintenance DSC Branch Chief Regional FLTP Coordinator	5 Working Days
FLHD Director of Program Administration	Park Superintendent Deputy Regional Director Operations DSC Transportation Division Chief	5 Working Days
FLHD Division Director	Regional Director DSC Director	5 Working Days
FLH Associate Administrator	AD, PPFL, WASO	Until Resolved

MODIFICATION AND TERMINATION

This Agreement may be modified only by a written instrument signed by an authorized official of both parties.

Either party may terminate this Agreement by providing 60 days written notice to the other party. The parties will meet to discuss the reasons for the termination if any pertain to disagreements or misunderstandings between the parties or between FHWA and its contractor. FHWA will be responsible for payment and reconciliation of all appropriate costs incurred under the agreement prior to termination, plus reasonable termination costs. Any remaining unused balances must be returned to the NPS.

OTHER PROVISIONS

The ability of the parties to carry out their responsibilities under this agreement is subject to their respective funding procedures and the availability of appropriated funds. If either party

encounters budgetary problems which may affect the activities to be carried out under this agreement, that party will notify and consult with the other party or parties in a timely manner.

This agreement will be reviewed annually by project team to determine continuing need and whether the agreement should be revised, renewed, or terminated.

PROJECT AGREEMENT AMENDMENT HISTORY

Version No.	Description of change from baseline (original) agreement	Date Approved	Author
1	Baseline Original Agreement		[ADD primary team author here]

GREAT AMERICAN OUTDOORS ACT – NATIONAL PARKS AND PUBLIC LANDS LEGACY RESTORATION FUND PROJECT AGREEMENT

ADDENDUM 1: Milestone and Reporting Requirements – FHWA

REQUIRED MILESTONE LIST

Milestone List	Responsible Office	Baseline Completion Date
Planned Project Initiation	EFLHD/Region/DS C/VIIS	Aug 2024
Planned Project Agreement Completion	EFLHD/Region/DS C	Aug 2024
Planned Scope and Cost Validation Approved (<i>Planned Requirements Phase Complete</i>)	DSC/VIIS/Region	September 2024
Planned Schematic Design (SD) / 30% Plans, Specifications & Estimate (PSE) package Approved (Bureau Investment Review Board [BIRB]/Staff) (<i>Planned Planning/Programming Phase Complete</i>)	DSC	January 2025
Planned Compliance Complete (<i>Planned Compliance Complete</i>)	VIIS	May 2025
Construction Documents Complete / 100% PSE (<i>Planned Design Phase Complete</i>)	EFLHD/Region/DS C/VIIS	Aug 2025
Planned Directors Approval Form Approved (for design build this occurs after SD/30% PSE approval)	DSC/VIIS/Region	May 2025
Planned Construction Contract Award (<i>Planned Construction Contract Award</i>)	EFLHD	September 2025
Construction Substantial Completion (<i>Planned Construction Complete</i>)	EFLHD	September 2027
Construction Warranty Complete/Project Closeout (<i>Planned Warranty Complete</i>)	EFLHD	September 2028

REPORTING REQUIREMENTS

All reporting requirements for GAOA shall be met by all parties.

Quarterly Asset Report

When a project is identified for execution by FHWA, NPS (and any other DOI bureau making use of the 069 014 X 5715 005 Child account) will provide the information identified in columns M through P of the attached LRF FHWA Quarterly Asset report (see Attachment A - LRF FHWA Quarterly Asset Report Example). FHWA shall provide the completed and certified LRF FHWA Quarterly Asset report for each asset they have incurred costs for by the 20th (or earlier if the 20th is not a business day) in the months of December, March, June, and September. For this project, the funding provided for construction includes work on the following assets that require different accounting treatment:

<i>Facility (FMSS Location)</i>	<i>Project/Asset Type</i>
[36313] Lameshur Bay-Lameshur Road RT 100	A - Capitalized Asset

Report Distribution - Quarterly Asset Reports will be supplied by FHWA (in addition to any other reporting specified in this PA) to the following recipients at DOI and NPS:

- Ely Abi-Antoun elyas_abi-antoun@ios.doi.gov
- Kristine Rentzel kristine_rentzel@fws.gov
- Kimberly Duncan kimberly_duncan@ios.doi.gov
- Susan Perry susan_perry@ios.doi.gov
- Chelsy Duffy chelsy_duffy@ios.doi.gov
- John Spernoga john_spernoga@nps.gov
- Eileen White eileen_white@nps.gov
- Sarah Hertig sarah_hertig@nps.gov
- Eric Bland eric_bland@nps.gov
- Phillip Simon philip_simons@nps.gov
- Serina Horwat serina_horwat@nps.gov
- Shikya Lassiter shikya_lassiter@nps.gov
- Mark Pritchett mark_pritchett@nps.gov

Monthly Project Level Execution Data

The FHWA Child account must upload a project level raw data report for NPS parent child projects for each period by the 5th business day of the next period.

The report data must include all project level obligation and expenditure activity to date for the fiscal year. This also includes the following project and expense identifying information: FHWA Fund, Project ID, Task Number (Activity, i.e., PE, CE, CN), Standard General Ledger Account (SGL), Budget Object Class (BOC) and associated Dollars.

In order for NPS to properly map this information a tracking file has been established to track and map all FHWA parent child executed projects. This tracker will be maintained on the DOT community page on Connect.gov. detailed instructions are provided on the “Read Me” tab of the workbook.

Report Filing Address - NPS to FHWA - Dept of Transportation - Community (connect.gov).

- Each fiscal year will have an individual subfolder for the monthly filing of the raw data report.

NPS LRF Program Specific Requirements

At project initiation project team (NPS/FHWA) will provide:

- Execution Strategy (Design-Build, Design-Bid-Build, Other)
- Acquisition Strategy (Existing contract vehicle (IDIQ or BPA), Existing government-wide contract vehicle, Open Market competition, Open Market set-aside, Open Market non-competitive, PL 93-638, Financial Assistance, Other)
- Risk management plan that includes a narrative of risks evaluated and mitigated by the plan.

Monthly progress updates that include milestones reporting as follows:

- Milestone reporting:
 - o NPS - Revised /Actual Project Initiation
 - o NPS - Revised /Actual Project Agreement Completion
 - o NPS/FHWA - Revised /Actual Scope and Cost Validation Approved (*Planned Requirements Phase Complete*)
 - o NPS/FHWA - Revised /Actual Schematic Design/30% PSE Approved (BIRB/Staff) (*Planned Planning/Programming Phase Complete*)
 - o NPS/FHWA - Revised /Actual Compliance Complete (*Planned Compliance Complete*)
 - o FHWA - Construction Documents Complete/100% PSE (*Planned Design Phase Complete*)
 - o NPS - Revised /Actual Directors Approval Form Approved (for design build this occurs after SD/30% PSE approval)
 - o FHWA - Revised /Actual Construction Contract Award (*Planned Construction Contract Award*)
 - o FHWA - Construction Substantial Completion (*Planned Construction Complete*)
 - o FHWA - Construction Warranty Complete/Project Closeout (*Planned Warranty Complete*)

Monthly progress updates will also include the following, as applicable:

- FHWA/NPS - New risks or challenges that have arisen.
- FHWA/NPS - Problems with execution methods, or construction services
- FHWA/NPS - Actual costs for each phase of work as compared to planned costs.

- FHWA/NPS - Corrective action plan for projects that have over 5% change in schedule or budget. (Will trigger re-evaluation by BIRB if significant schedule or budget changes cause adjustments to the baseline).
- FHWA/NPS - Justification for project with requested scope adjustment. (Will trigger re-evaluation by BIRB).

ADDENDUM 2: ADVANCED PAYMENT SCHEDULE – FHWA – 2021 Only

ADDENDUM 3: MODIFICATION TO FUNDING

[For use with modification only - add/paste in the new table with funding adjustments below]

Project Agreement Modification Version # X

Task Description	FLH Cost	NPS Cost	Total Cost