

DATA ITEM DESCRIPTION	FORM APPROVAL OMB NO 0704-0188
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1. TITLE EE/CA Report Description	2. IDENTIFICATION NUMBER EE/CA-FMC-090
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3. DESCRIPTION / PURPOSE To provide requirements for a plan describing the approach, methods, and operational procedures to be employed to perform Ordnance and Explosives (OE) and technical operations at a specific project site.

4. APPROVAL DATE (YYMMDD) 981209	5. OFFICE OF PRIMARY RESPONSIBILITY CEHNC-ED-CS	6a. DTIC APPLICABLE	6b. GIDEP APPLICABLE
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7. APPLICATION / INTERRELATIONSHIP This Data Item Description contains the format and content preparation instructions for EE/CA Reports at OE sites.

8. APPROVAL LIMITATION	9a. APPLICABLE FORMS	9b. AMSC NUMBER
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10. PREPARATION INSTRUCTIONS
 An EE/CA Report shall be prepared and submitted by the contractor. The contents and format shall be arranged in accordance with all pertinent guidance documents. All drawings shall be of engineering quality in drafted form with sufficient detail to show interrelations of major features. When drawings are required, data may be combined to reduce the number of drawings. Reports shall consist of 8-1/2 inch by 11 inch pages with drawings other than the construction drawing folded, if necessary, to this size. A decimal paragraphing system shall be used, with each section and paragraph of the reports having a unique decimal designation. The report covers for each submittal shall consist of durable 3-ring binders and shall identify the site, the contractor, the Corps of Engineers District, the Huntsville Center, and the date. The contractor identification shall not dominate the title page.

ENGINEERING EVALUATION/COST ANALYSIS REPORT
 The contractor shall prepare an EE/CA Report with the following outline and contents. Not all requirements will necessarily be applicable to all projects. It is the responsibility of the contractor to determine inapplicable requirements, or requirements not in this outline that should be included in the EE/CA Report.

10.1.1 COVER PAGE
 10.1.2 EXECUTIVE SUMMARY
 The Executive Summary shall be of sufficient length and complexity for a knowledgeable reader to understand the basis of the recommended alternative(s) presented in the EE/CA.
 10.1.3 TABLE OF CONTENTS
 10.1.4 CHAPTER 1-INTRODUCTION
 C Project Authorization
 C Purpose and Scope
 C Project Objectives
 C Project Organization

10.1.5 CHAPTER 2-SITE DESCRIPTION
 C Location
 C Physical Description
 C History
 C Previous Investigations
 C Site Demographics
 C Current and Future Site Use

10.1.6 CHAPTER 3-SITE CHARACTERIZATION
 C Site Description and Background
 C Previous Removal Actions
 C Source, Nature and Extent of Contamination

11. DISTRIBUTION STATEMENT

C

Summary of OE Hazards (summarize OE on site and characteristic hazard presented by each of those items. Include photographs and/or schematics of all significant items.)

C Geophysical Data

C Other Site Characterization Data

10.1.7 CHAPTER 4-RISK EVALUATION

10.1.8 CHAPTER 5-INSTITUTIONAL ANALYSIS

The contractor shall prepare an institutional analysis to support the development of institutional control plans of action. Institutional controls rely on existing powers and authorities of other government agencies to protect the public at large from OE risks. Instead of direct elimination of the OE from the site, these plans relay on behavior modification and access control strategies to reduce or eliminate OE risk. An objective of the institutional analysis is to identify government agencies having jurisdiction over OE contaminated lands and to assess their appropriateness, capability, and willingness to assert this control. Institutional Control Alternatives selected for evaluation shall be based on their apparent ability to satisfy project objectives. Potentially effective Institutional Controls shall be developed and evaluated as a part of this section of the EE/CA Report and in accordance with NCP evaluation criteria.

INSTITUTIONAL SUMMARIES

For each institution selected for review, the following information shall be provided by the contractor:

C Name of Agency

C Origin of Agency

C Basis of Authority

C Sunset Provisions

C Geographic Jurisdiction

C Public Safety Function

C Financial Capability

C Constraints to Institutional Effectiveness (OE Safety)

INSTITUTIONAL CONTROL ALTERNATIVES SELECTION

The recommendation for detailed analysis shall document and consider the following factors:

C Purpose of Study

C Methodology

C Scope of Effort/Selection Criteria (if not totally comprehensive, how were evaluated agencies selected?)

C Technical Capability

C Intergovernment Relationships (Ability to partner with other agencies)

C Stability

C Funding Sources

C Recommended for Detailed Analysis?

INSTITUTIONAL CONTROL ALTERNATIVES ANALYSIS

Institutional Control alternatives for detailed analysis may consist of single or combined strategies, as appropriate. These alternatives must be completely formulated. All management, execution, and support roles shall be identified. All costs to participating institutions shall be estimated by the contractor. Candidate strategies may involve concepts similar to the following:

C Access Control Alternatives

C Direct Intervention like fencing and other barriers combined with trespass law enforcement

C Land use restrictions (zoning laws and enforcement)

C Regulatory control (permit application, review and approval of development plans)

C Passive measures such as dedication of property to appropriate land uses

C Behavior Modification Alternatives

C Notification of real estate defect

C Notices attached to building and/or construction permits

C Training clinics, education to children, etc.

10.1.9 CHAPTER 6-IDENTIFICATION OF REMOVAL ACTION OBJECTIVES

- C Identification of Statutory Limits on Removal Actions
- C Identification of Technical Limits on Removal Actions
- C Determination of Removal Scope
- C Determination of Removal Schedule
- C Post-Removal Activities

10.1.10 CHAPTER 7-IDENTIFICATION AND ANALYSIS OF REMOVAL ACTION ALTERNATIVES

- C Effectiveness
- C Implementability
- C Cost

10.1.11 CHAPTER 8- COMPARATIVE ANALYSIS OF REMOVAL ACTION ALTERNATIVES

10.1.12 CHAPTER 9-RECOMMENDED REMOVAL ACTION ALTERNATIVE

10.1.13 REFERENCES

10.1.14 APPENDICES

As Required