

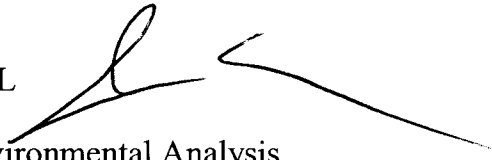
Memorandum

*Flex your power!
Be energy efficient!*

To: DEPUTY DISTRICT DIRECTORS
Environmental

Date: June 30, 2006

From: JAY NORVELL
Chief
Division of Environmental Analysis



Subject: Delegation of Biology-Related Non-Standard Special Provisions (NSSPs)

Effective July 1, 2006 review responsibilities for biology-related NSSPs will be temporarily delegated to select Districts as shown in Attachment 1. All other Districts are required to submit biology-related NSSPs to the Biological Studies and Technical Assistance Office for concurrence as per Ready-to-List (RTL) Guidelines. Districts who are not receiving delegation, please allow 15 working days for processing although usual reviews take 2-5 working days. The Biology Office will continue a limited effort in cooperation with the Districts to complete biological Standard Special Provisions (SSPs). I am confident the selected Districts will be qualified and competent to complete this task just as they are able to approve environmental documents that are also major commitment documents.

Delegated Districts will follow the RTL guidelines for preparation and will be responsible to make the NSSPs complete and accurate upon the behalf of the owner, Division of Environmental Analysis (DEA), to ensure the specifications are biddable, buildable, safe, and effective. It is the responsibility of preparers and reviewers to recognize specifications present an implied warranty of specifications, full disclosure, and non-interference when contracting for construction. Consequences for deficiencies can include project delay, increased costs, and permit violations.

Districts with delegation shall follow the following requirements:

- This delegation is contingent upon performance and following these requirements.
- The District shall verify specifications meet the RTL guidelines as part of the Environmental Certification.
- The development and reviews of NSSPs shall be incorporated into the District quality assurance/control program.

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- The District will only allow designated qualified persons (as listed in attachment 1) with specific training in NSSP preparation to conduct reviews.
- The Districts' reviewers shall receive additional training on a regular basis as available from the Division of Engineering Services-Office Engineer (DES-OE) and/or Division of Environmental Analysis.
- The District will consult (and document) with District counterparts to determine if coordination and/or approvals from other Divisions are required and resolve any issues consistent with the RTL guidance.
- NSSP reviews shall be documented in the standard format available from DEA (Attachment 2).
- Copies of all NSSPs and reviews will be sent to DEA for incorporation into the Division's files. Copies of this delegation shall be included with the Plans, Specifications, and Estimates (PS&E) submittal to DES-OE.

If you have any questions, please contact Gregg Erickson, Chief, Biological Studies and Technical Assistance Office, at (916) 654-6296 or Calnet 8-464-6296.

c: John McMillan