

RECLAMATION

Managing Water in the West

Implementation

Managing for Excellence

Portland, Oregon

September 26, 2007



U.S. Department of the Interior
Bureau of Reclamation

Overview



- **Implementation so far**
- **Examples and status of key tasks**
- **New website for tracking Reclamation's progress.**

ID	Task Name	Description	Start	Finish	mber				October				November			
					9/9	9/16	9/23	9/30	10/7	10/14	10/21	10/28	11/4	11/11		
1	Action Item 6, DOPPS-9	Opportunity for comment on draft Reclamation Manual release on operation and maintenance cost allocation	Fri 9/28/07	Tue 10/30/07												
2	Action Item 6, DOPPS-9	Opportunity for comment on draft Reclamation Manual release on cost estimating policy	Wed 10/3/07	Mon 11/5/07												
3	Action Item 6, DOPPS-9	Opportunity for comment on draft Reclamation Manual release on design, estimating, and construction policy	Wed 10/3/07	Mon 11/5/07												
4	Action Item 6, DOPPS-9	Opportunity for comment on draft Reclamation Manual release on program coordination and budget	Wed 10/17/07	Mon 11/19/07												
5	Action Item 3, DOPPS-4	Opportunity for comment on Draft Reclamation Manual releases, RCD-TRMR-14 and RCD-TRMR-15 will be available for 30-day public comment on	Mon 10/22/07	Fri 11/23/07												

10	10/22/07	Opportunity for public review of draft report on methods for more efficient designs	10/22/07	11/23/07												
10	10/22/07	Opportunity for comment on draft Reclamation Manual release for Project Colorado	10/22/07	11/23/07												

Implementation Status for Key Tasks

- **Financial Status Reporting (Team 25)**
- **Engineering Standards (Team 16)**
- **Title Transfer (Team 28)**
- **Design and Construction Estimates (Team 14-15)**
- **Major Repairs (Team 18)**
- **Project Management (Team 20-23)**
- **Central Contracting Repository (Team 24)**
- **Loan Guarantees (Team 17)**

Financial Status Reporting (Team 25)

Improving the process for reporting project financial status to our managers, customers, and stakeholders.

- Project Financial Status
- Indirect Cost Components



Financial Status Reporting

- **Team 25**
 - **Financial Management Training (Internal and External)**
 - **Reports**
 - **Statement of Project Construction Costs and Repayment (SPCCR)**
 - **Incidental Revenues Report**
 - **Facility Condition and Investment Summary**
 - **Communication / Collaboration**
- **Other**
 - **Breakout of Indirect Cost Components**

Financial Management Training/Overview

- Provides basic knowledge of Reclamation's financial concepts and processes such as project funding and accounting requirements, practices, reports, processes, etc.
- Regional / project information will be incorporated to address customer specific needs



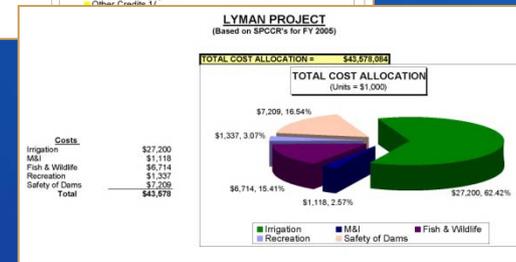
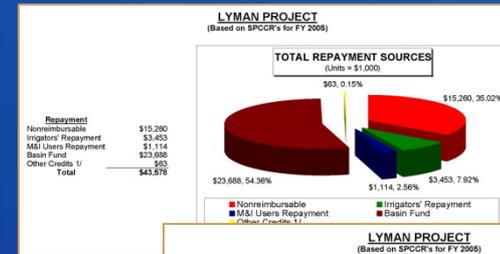
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Statement of Project Construction Cost and Repayment -- SPCCR (Team 25)

- Consistent format for all projects
- Presentation of data in pie chart format
- Format will be tailored based on customer needs

GRAND PRAIRIE PROJECT STATEMENT OF PROJECT CONSTRUCTION COST AND REPAYMENT - SUMMARY AS OF SEPTEMBER 30, 2006						
Supporting Schedule	Total	Municipal and Fish and Wildlife				SOD
		Irrigation	Industrial Water	Conservation	Recreation	
COST						
PLANT PROPERTY AND EQUIPMENT						
Multipurpose Land	1	2,381,403	1,794,754	96,833	489,815	
Multipurpose Plant	1	38,811,137	20,389,408	901,272	8,311,060	7,209,397
Subtotal		41,192,540	22,184,162	998,105	5,800,875	7,209,397
COROLLARY CONSTRUCTION COSTS						
Fish and Wildlife Facilities		148,836		148,836		
Recreational Facilities		1,336,608			1,336,608	
Costs Transferred to State		762,474			762,474	
Fish and Wildlife Facilities		15,749	15,813	1,067	1,869	
Accumulated Income - Property Transfers	2	2,265,067	15,813	1,067	913,179	1,336,608
Subtotal		43,459,207	27,199,975	999,172	6,714,054	1,336,608
Total Construction Cost to Date		43,459,207	27,199,975	999,172	6,714,054	1,336,608
Other Charges						
Interest During Construction		118,877				
Total Costs		43,578,084	27,199,975	1,118,049	6,714,054	1,336,608
REPAYMENT						
REPAYMENT REALIZED						
Accumulated Income - Repayment Contracts	6	1,402,245	1,160,880		241,365	
Other Accumulated Income						
Grazing Revenue	3	3,253	3,253			
Red River Development Fund	5	60,101	56,303		3,798	
Subtotal		1,465,599	1,220,436		245,163	
ANTICIPATED FUTURE REPAYMENT						
Deferred Income - Repayment Contracts	6	3,164,806	2,291,920		872,886	
Other Accumulated Income						
Basin Fund Revenues	4	23,687,619	23,687,619			
Subtotal		26,852,425	26,979,539		872,886	
Total Repayment		28,318,024	27,199,975		1,118,049	
OTHER CREDITS						
Nonreimbursable Costs (1)	7	15,260,060		6,714,054	1,336,608	7,209,397
Total Repayment and Other Credits		43,578,084	27,199,975	1,118,049	6,714,054	1,336,608
Excess of Repayment Over Cost		0				

Authorization for Nonreimbursable Allocations: (1) Public Law 82-233, 3/12/54



Report Format Developed

Draft posted. Comments addressed

Submit to Reclamation Manual for publication

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Incidental Revenues Report (Team 25)

- Identifies revenues from incidental uses of project lands and facilities (e.g., grazing, rights of way)
- Reports year-to-date credits by project
- To be available via Internet at end of each fiscal year

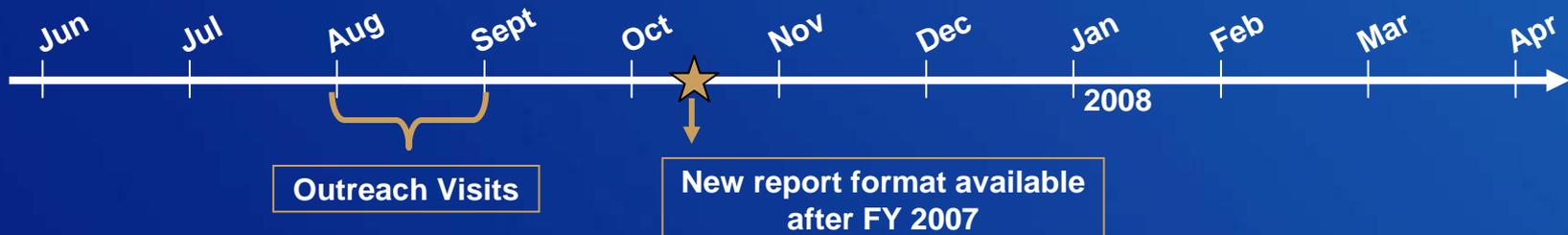
Fiscal Year 2006
XX Region

Project: Avon

Revenue Source	RSC	Land Status	Disposition	FYTD Amount
Transportation of Minerals	549	Withdrawn	GCRF	815.00
Sale of Surplus Water – 1920 Act	556	N	TEC	137,015.71
Grazing Leases	571	Withdrawn	FEC	4,197.35
Acquired Minerals (1947 Act)	576	Acquired	TEC	-6,519.02
Agriculture Leases	578	Acquired	TEC	17.10
Summary Total				135,526.14

Disposition Codes: CBLDA: Columbia Basin Land Development Account
 CRDF: Colorado River Dam Fund
 DJF: Dutch John Fund
 FEC: Front-end credit
 GCRF: General credit to the Reclamation Fund
 GFT: General Fund of the Treasury

KP: Klamath Project
 LCRBF: Lower Colorado River Basin Fund
 NPPF: North Platte Project Fund
 REUFA: Recreation, Entrance and User Fees Account
 TEC: Tail-end credit/credit to the project, as appropriate
 UCRBF: Upper Colorado River Basin Fund



Facility Condition and Investment Summary Report (Team 25)

- Consistent Report
 - Facility condition
 - Anticipated significant O&M
 - Allocation
- Presentation tool to be used for:
 - Forecasts
 - Assessments
- Annual Preparation

Facility Condition & Investment Summary (For Reserved Works Only)
 Project Name & Number:
 Facility:
 Year:

FRR	2006	2007	2008	3-Year Average

O&M Allocation by Project Purpose	
Purpose	Allocation Percentage
Irrigation	
M&I	
Power	
Flood Control	
Recreation	

Current FY OM&R Budget	FY 2007	User Share

Facility Review Program Recommendations (Categories 1& 2, \$25,000 Threshold (From DSIS))													
Recommendation Number	Description	Original Scheduled Completion Date	Total Estimated Cost										Status & Comments
			2008		2009		2010		2011		2012		
			Total	User Share	Total	User Share	Total	User Share	Total	User Share	Total	User Share	

Proposed O&M Investments – Replacements, Additions, and Extraordinary Maintenance (RAX) (\$25,000 Threshold, 5 years) – Total Cost by Year											
Item	2008		2009		2010		2011		2012		Remaining
	Total	User Share									

Anticipated Major Investment Items (beyond next 5 years)			
Item	Estimated Total Cost	User Share	Year Anticipated



Report piloted and necessary revisions

Publish in Reclamation Manual

Communication/Collaboration (Team 25)

- **Raise awareness of improved business practices**
 - Fred Ore
 - Newsletters and Intranet
- **Use new reports with customers to improve communication and collaboration**
- **Revise and improve reports per customer feedback**
- **Share “Best Practices”**
- **Oversight to ensure continuity**

Breakout of Indirect Cost Components

PRAIRIE LAKE DAM - 2006 BUDGET & EXPENSES

	Budget	Actuals
Labor/Benefits	\$182,360	\$ 191,541
Travel	\$7,500	\$5,200
Transportation	\$4,610	\$3,815
Rent/Comm./Utilities	\$8,000	\$7,359
Printing	\$100	\$140
Contracts and Services	\$70,000	\$72,634
Supplies	\$13,000	\$9,331
Equipment	\$2,000	\$2,432
Area Office Indirect Costs	\$18,000	\$16,347
Regional Office Indirect Costs	\$47,000	\$37,566
Denver Indirect Cost(nonTSC)	\$13,000	\$15,879
Dept of Interior Indirect Costs	\$20,000	\$27,892
TOTAL	\$385,570	\$390,136

Engineering Standards (Team 16)

Analyze the appropriateness and internal and external application of Reclamation's engineering standards.

- **Update guidelines for design data collection**
- **Update design standards**
- **Develop requirements for design process**
- **Develop requirements for close-out process**

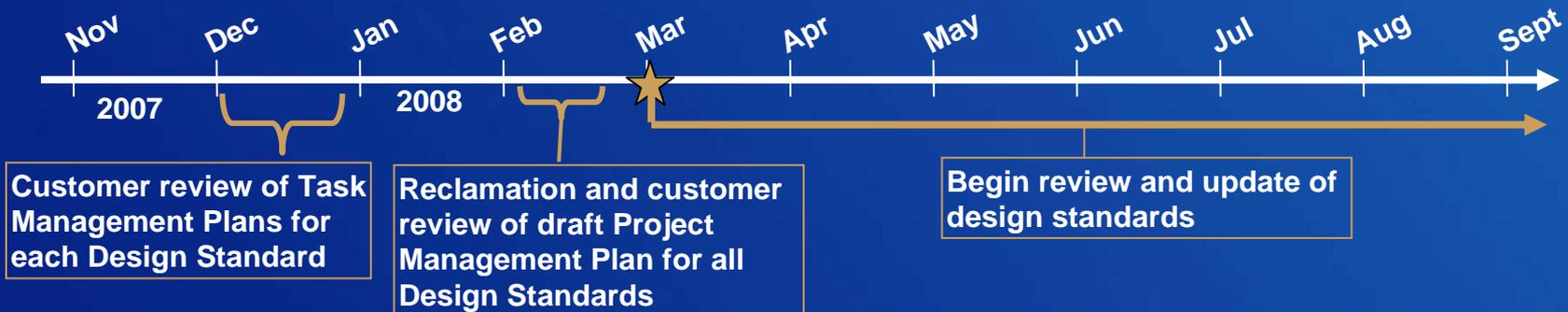
Engineering Standards (Team 16)

Design Data Collection Guidelines

- Training conducted at regional offices and TSC from March through May 2008.
- Consolidated report on collecting design data by June, 2008.

Update Design Standards

- Team established and beginning to review existing standards.
- Comprehensive update of all Reclamation design standards.



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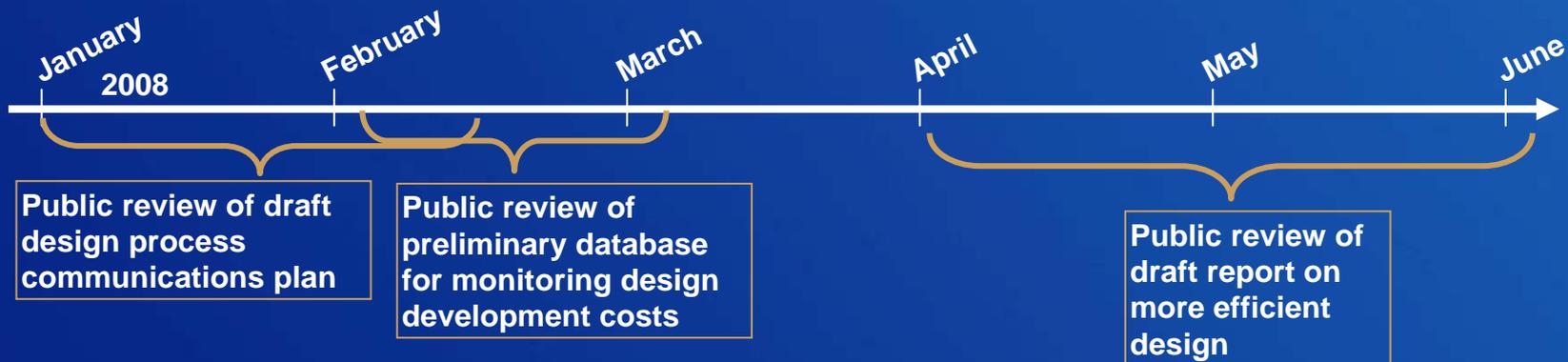
Engineering Standards (Team 16)

Design Process

- Communications plan is being developed.
- Report evaluating improved design methods.
- Monitoring of design development costs.

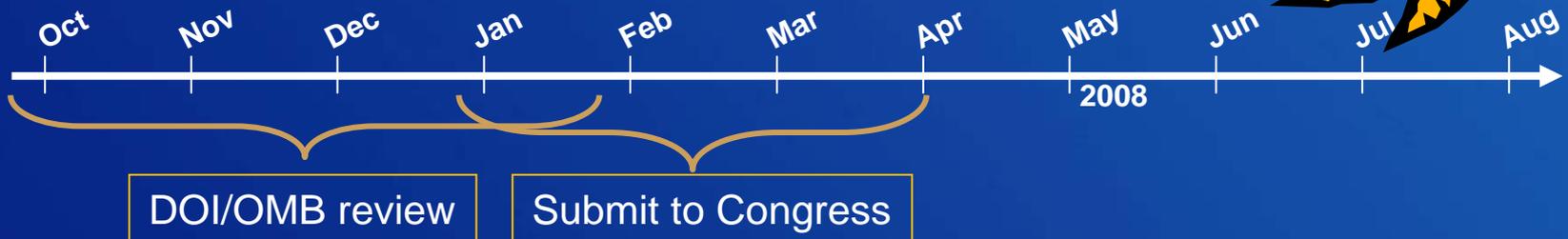
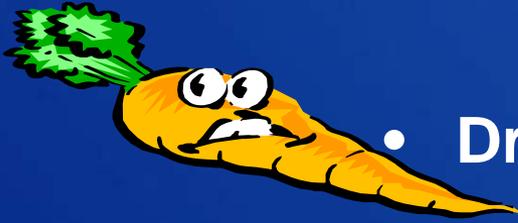
Closeout Process

- Reclamation Manual release describing closeout process.



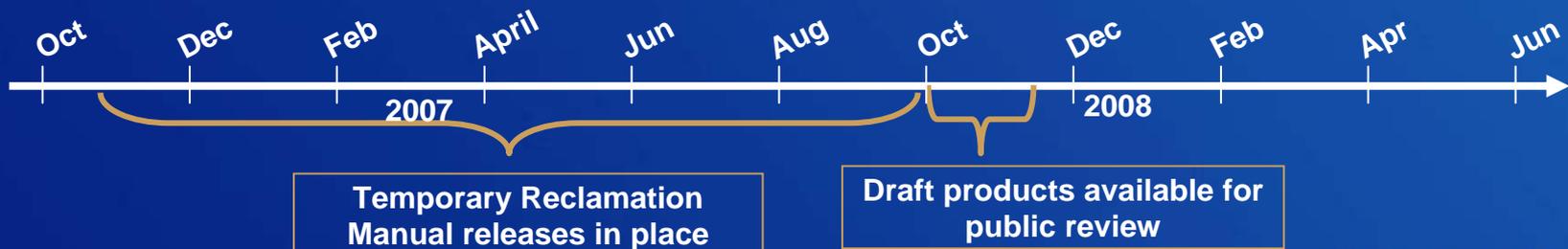
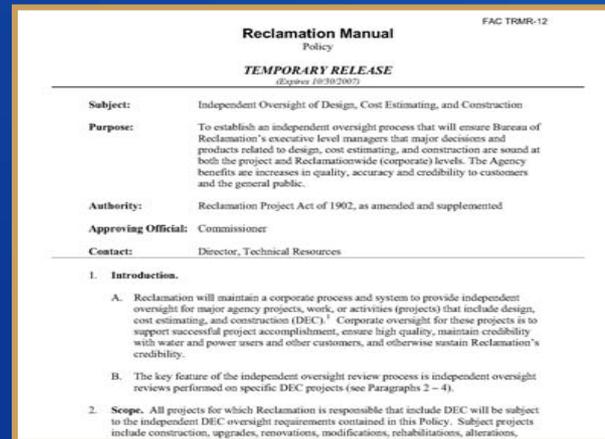
Title Transfer Program (Team 28)

- Draft legislation prepared
 - Establishes Program
 - Certain types of facilities Reclamation → Authority
 - Establish Criteria



Oversight of Design and Construction Estimates (Teams 14-15)

Establish policies and procedures for the oversight of design and construction estimates and conduct pilot reviews.



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Major Repairs (Team 18)

Develop a transparent process for major repairs including improving stakeholder involvement on critical data gathering and measurement.



Project Management (Teams 20-23)

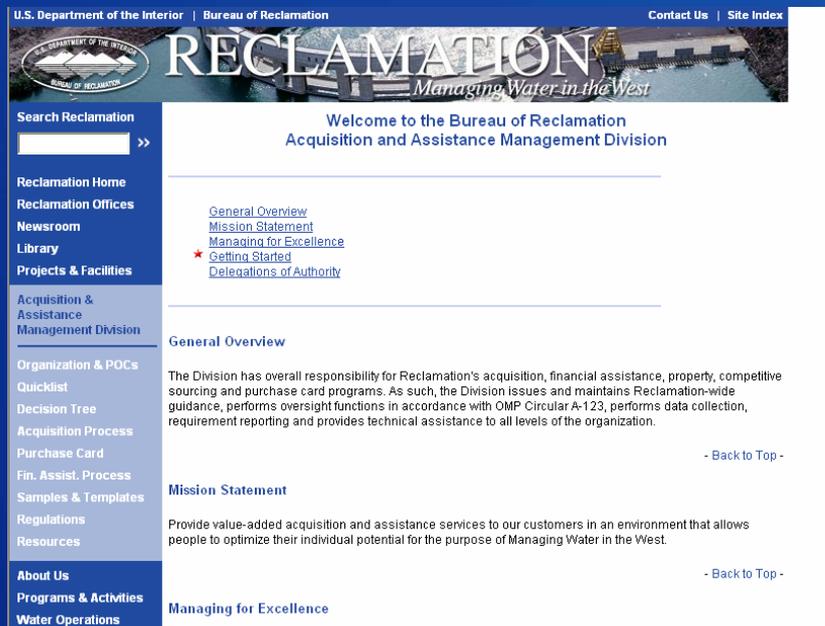
Implement a project management process and provide training to Reclamation staff with project management responsibilities.

- **Developed draft Reclamation Manual release**
- **Team 12 process will modify this decision.**

Central Contracting Repository (Team 24)

Establish and maintain a central contracting repository.

- Reclamation's Acquisition and Assistance web site is available at <http://www.usbr.gov/mso/aamd/>



The screenshot shows the website for the Bureau of Reclamation's Acquisition and Assistance Management Division. The header includes the U.S. Department of the Interior logo and the text "RECLAMATION Managing Water in the West". The main content area is titled "Welcome to the Bureau of Reclamation Acquisition and Assistance Management Division" and lists several links: "General Overview", "Mission Statement", "Managing for Excellence", "Getting Started", and "Delegations of Authority". The left sidebar contains a search bar and a navigation menu with categories such as "Reclamation Home", "Reclamation Offices", "Newsroom", "Library", "Projects & Facilities", "Acquisition & Assistance Management Division", "Organization & POCs", "Quicklist", "Decision Tree", "Acquisition Process", "Purchase Card", "Fin. Assist. Process", "Samples & Templates", "Regulations", "Resources", "About Us", "Programs & Activities", and "Water Operations".

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Loan Guarantees (Team 17)

Develop a Reclamation-administered loan guarantee program as a tool for private financing of water users' share of major repair/extraordinary O&M costs.

- **Proposed rule prepared and submitted to OMB**
- **OMB comments received**

Tracking Reclamation's Progress

- **New website**
- **Timelines**
- **Documents**
- **Opportunities for public involvement**

Implementation Tracking Website

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RECLAMATION INTRANET *Managing Water in the West*

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Programs & Activities

Water Operations

Reclamation Policies

Quicklist - Intranet

Implementation of *Managing for Excellence* Decisions

Reclamation published its [Managing for Excellence Action Plan](#) in February 2006. The Action Plan outlined a process and timeframe for identifying and addressing the specific 21st Century challenges to fulfill our mission to manage, develop, and protect water and related resources in an environmentally and economically sound manner in the interest of the American public.

The Action Plan identified 41 individual items to be examined. Reclamation's Commissioner has issued a decision on 29 of those 41 items. For each, the Commissioner has identified the **specific tasks** will be carried out by Reclamation. Reclamation is committed to implementing each task in a timely manner and continues to identify opportunities for public involvement as improvements are put into practice.

Tracking Reclamation's Progress

Reclamation has already put into practice many of the improvements identified as part of *Managing for Excellence* and has created plans to accomplish the individual tasks that have been identified. On this web page, Reclamation provides an opportunity to [check Reclamation's progress](#) as these changes are accomplished. You'll find a report that summarizes each task to be completed by Reclamation, organized by the Action Plan for those who have followed the *Managing for Excellence* process. This report will be updated periodically.

- For each task, you will find a summary of the status of that task.
- Where a task has been completed, a link to documentation – such as the specific improvements to corporate business practices is provided.
- Where Reclamation is currently working to complete a task, you'll find links to more detailed status information such as Reclamation's timeline for accomplishing that task.

Opportunities for Public Involvement

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Implementation Tracking Report

RECLAMATION *Managing Water in the West*

<i>Action Item</i>	<i>Action Item Description</i>	<i>Task ID</i>	<i>Task Summary</i>	<i>Responsible Director</i>	<i>Implementation Task Status</i>	<i>Click Link Below for More Information</i>
2	Ensure availability of the Reclamation Manual	DCEIA-1	Send memo to employees concerning Reclamation Manual	Deputy Commissioner, External and Intergovernmental Affairs	Completed. On May 30, 2006, the Acting Commissioner sent a memo to all Reclamation employees to communicate improvements to the Reclamation Manual website.	Commissioner's Decision Memo May 30, 2006 Memo
		DCEIA-2	Send letter to stakeholders and other external offices concerning Reclamation Manual	Deputy Commissioner, External and Intergovernmental Affairs	Completed. On May 31, 2006, the Acting Commissioner sent a letter to Reclamation stakeholders announcing improvements to the Reclamation Manual web site.	May 31, 2006 letter
		DOPPS-1	Launch new Reclamation Manual web site	Director, Office of Program and Policy Services	Completed. A new Reclamation Manual web site was launched May 31, 2006.	Reclamation Manual web site
		DOPPS-2	Ensure future Reclamation Manual improvements are coordinated by OPSS and consider stakeholder suggestions	Director, Office of Program and Policy Services	Completed. The Reclamation Manual web site now invites the public to provide comments and gives directions to those who wish to receive a response. Reclamation will respond to any comments and will explain how suggestions are being addressed.	Reclamation Manual online feedback form
		RD-1	Send letter to region-specific stakeholders and other external offices concerning Reclamation Manual	All Regional Directors	Completed. All Regions have used letters to inform numerous stakeholders of changes to the Reclamation Manual. Follow the link at right to see an example.	Example of a letter sent to stakeholders
3	Revise policy development to consider transparency and value added	DOPPS-3	Issue specified temporary Reclamation Manual releases	Director, Office of Program and Policy Services	Completed. The entry on Mandatory Reclamation-wide Requirements was released 6/29/06 and minor revisions were approved on 6/7/07. The entry on Managing the Reclamation Manual was released 6/15/06 and minor revisions were approved 5/22/07. The entry on Requests for Waiver of a Reclamation Manual Requirement was originally released 06/15/06 and was converted to a permanent release on 5/17/07. Follow the links at right to see those policies and directives & standards.	Commissioner's Decision Memo Reclamation Manual RCD TRMR-14 Reclamation Manual RCD TRMR-15 Reclamation Manual RCD 03-03

