# NPS DESIGN COMPETITION AND PARTNERSHIP DESIGN & CONSTRUCTION PROCESSES

NATIONAL PARK SERVICE • U.S. DEPARTMENT OF THE INTERIOR

## Design Competition Approval Process

**1**-Hold Kick-Off meeting with park, partner, regional and WASO staff [AN ACTION]

**2**-Develop Design Competition (DC) MOI to describe DC goals, budget, roles, and ultimate project [A PRODUCT] and obtain RD's concurrence [AN ACTION]

MOI Template

**3**-Development Advisory Board (DAB) reviews DC proposal [AN ACTION]

DAB submittal forms & info

IF THEN

**4**-IF NO at DAB, THEN meet with partner to address DAB concerns [AN ACTION]

IF THEN

**5**-IF YES at DAB, THEN Develop and sign a DC agreement [A PRODUCT]

**6**-Proceed with DC using approved DC guidelines [AN ACTION]

DC Guidelines

APPROVED

DESIGN COMPETITION GUIDELINES

## Partnership Design & Construction Processes

**1**-Hold Kick-Off meeting with park, partner, regional and WASO staff [AN ACTION]

**2**-Develop MOI to describe project, capital and long-term costs, and roles [A PRODUCT] and obtain RD's concurrence [AN ACTION]

**3**-IF partner intends to operate the project facility and/or cover O&M costs, THEN draft an O&M Agreement, Business Plan, and/or Endowment/investment agreement [PRODUCTS]

IF THEN

Templates

**4**-IF partner intends to raise funds, THEN draft a Fundraising Agreement [A PRODUCT]

IF THEN

Fundraising Template

**5**-IF partner intends to manage design/construction contracts, THEN draft a Design & Construction Agreement [A PRODUCT]

IF THEN

D&C Template

**6**-DAB Concept Review [AN ACTION]

**7**-Finalize O&M, Fundraising, and Design & Construction Agreements [A PRODUCT]

**8**-Develop Schematic Design and Value Analysis and Class B cost estimate [A PRODUCT]

**9**-DAB Schematic Design review [AN ACTION]

**10**-NPS and partner sign final agreements [AN ACTION]

**11**-Finalize Design documents [A PRODUCT]

**12**-Director signs a Director's Approval Form (DAF), approving construction [AN ACTION]

APPROVED

**LEGEND:** TOOLS TO HELP · IF THEN Conditional Statement · Needs approval to continue · DAB review

**AUGUST 2015**

**For more information, visit Director's Order #21, Reference Manual , Ch 8**