

**Los Angeles County Shoreline Special Study
Project Management Plan**

Chapter 8. Quality Control Plan

Quality Control Plan Objective

The quality control objective is to achieve special study phase documents and services that meet or exceed customer requirements, and are consistent with Corps of Engineers policies and regulations.

Guidelines Followed For Technical Review

The guidelines for independent technical review are set forth in the South Pacific Division Quality Management Plan, and in the corresponding Los Angeles District Quality Management Plan.

Los Angeles County Shoreline Special Study Team

Organization/Function	Name/Title	Address	Telephone
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Los Angeles County Shoreline Special Study Team Technical Review Team

Organization/Function	Name/Title	Experience
Engineering Division Coastal Engineering Sect.	Jane F. Grandon Team Leader	
Engineering Division Coastal Engineering Sect.	Arthur T. Shak Coastal Engineer	

Documents to be Reviewed and Schedule For Review Activities

All of the products of the tasks listed in the detailed scopes of work in Enclosure C – Detailed Scopes of Work, will be subject to independent technical review. Seamless Single Discipline Review will be accomplished prior to the release of materials to other members of the study team or integrated into the overall study. Section chiefs shall be responsible for accuracy of the computations through design checks and other internal procedures, prior to the independent technical review.

Independent product review will occur prior to major decision points in the planning process at the CESPDP milestones so that the technical results can be relied upon in setting the course for further study. These products would include documentation for the CESPDP mandatory milestone conferences (F3 & F4), HQUSACE issue resolution conferences (AFB & FRC) and the draft and final reports. These products shall be essentially complete before review is undertaken. Since this quality control will have occurred prior to each milestone conference, the conference is free to address critical outstanding issues and set direction for the next step of the study, since a firm technical basis for making decisions will have already been established. In general, the independent technical review will be initiated at least two weeks prior to a CESPDP mandatory milestone conference and at least two weeks prior to the submission of documentation for a HQUSACE issue resolution conference.

For products that are developed under contract, the contractor will be responsible for quality control through an independent technical review. Quality assurance of the contractor's quality control will be the responsibility of the Los Angeles District.

Deviations from the Approved Quality Management Plan

The following deviations from the approved quality management plan have been approved by the South Pacific Division:

******List of deviations will be provided by the Los Angeles District******

Cost Estimate for Quality Management

The costs for conducting the independent technical review are included in the individual scopes of work that are included in Enclosure C – Detailed Scopes of Work. Quality management activities of Branch and Division Chiefs are included in Supervision and Administration. The total cost for quality management is approximately \$250,000, which is approximately 5% of the study cost estimate. Of this amount, \$85,000 is included in parent task JLD00 and \$165,000 is included in other parent tasks.

PMP Quality Certification

The Chief, Planning Division has certified that 1) the independent technical review process for this PMP has been completed, 2) all issues have been addressed, 3) the streamlining initiatives proposed in this PMP will result in a technically adequate product, and 4) appropriate quality control plan requirements have been adequately incorporated into this PMP. The signed certification is included as Enclosure D.

Special Study Certification

The documentation of the independent technical review shall be included with the submission of the reports to CESP. Documentation of the independent technical review shall be accompanied by a certification, indicating that the independent technical review process has been completed and that all technical issues have been resolved. The certification requirement applies to all documentation that will be forwarded to either CESP or HQUSACE for review or approval. The Chief, Planning Division will certify the pre-conference documentation for the HQUSACE Issue Resolution Conferences and the Draft Special Study Report. The Final Special Study Report, to include the District Commander's signed recommendation, will be certified by the District Commander. This certification will follow the example that is included as Appendix H of the CESP Quality Management Plan and will be signed by the Chief, Planning Division and the District Commander.