

**MEMORANDUM OF UNDERSTANDING (MOU)**  
**BETWEEN**  
**THE NATIONAL AERONAUTICS AND**  
**SPACE ADMINISTRATION (NASA)**  
**AND**  
**THE U.S. ARMY CORPS OF ENGINEERS (USACE)**  
**AND**  
**THE NAVAL FACILITIES ENGINEERING COMMAND (NAVFAC)**  
**AND**  
**THE AIR FORCE CIVIL ENGINEER (AF/ILE)**  
**FOR THE**  
**UNIFIED FACILITIES GUIDE SPECIFICATIONS (UFGS)**

**1. INTRODUCTION**

1-1. The UFGS consist of a master set of construction specifications contributed and maintained by the participating agencies as standard construction guide specifications used in facility construction projects worldwide.

**2. AUTHORITY**

2-1. NASA: This MOU is entered into under the authority of 42 U.S.C. §2473(c), Section 203(c), of the National Aeronautics and Space Act of 1958, as amended, and 31 U.S.C. §1535, the Economy Act of 1932, as amended.

2-2. USACE: This MOU is entered into under the authority of 10 U.S.C. 3036(d) as amended, the Chief's Economy Act, and 31 U.S.C. 1535, the Economy Act of 1932, as amended.

2-3. NAVFAC: This MOU is entered into under the authority of 31 U.S.C. 1535, the Economy Act of 1932, as amended.

2-4. AF/ILE: This MOU is entered into under the authority of 31 U.S.C. 1535, the Economy Act of 1932, as amended.

### **3. BACKGROUND**

3-1. NASA developed the Specifications Kept Intact System (Specsintact or SI) in the 1970's for use by engineers, architects, specification writers, project managers and construction managers. In the mid 1980's, the USACE, and NAVFAC adopted Specsintact and, together with NASA formed the SpecsIntact Configuration Control & Coordination Board (SI-CCCB). The SI-CCCB provides for cooperation among the member agencies to ensure that the best interests of the government are served by the continued joint development, maintenance and usage of the common system. Subsequently the members have identified advantages of developing common specifications whenever possible.

### **4. PURPOSE**

4-1. This MOU establishes the process for an interagency control mechanism of the UFGS in order to take action on proposed documentation changes, and to ensure funding is provided for these actions.

### **5. UFGS DISCIPLINE WORKING GROUP**

5-1. Each participating organization shall have equal representation on the UFGS Working Group of the Unified Facilities Criteria Coordination Panel (UFC-CP), which serves as the coordinating body for the UFGS. The UFGS Working Group determines the proponent organization for each UFGS. Each participating organization designates the technical representatives for each UFGS in accord with its own internal procedures.

### **6. GOVERNING PROCEDURES**

6-1. UFGS Format: NASA Mastertext database shall conform to the UFGS format as codified in the UFGS Format Standard, UFC 1-300-02.

6-2. Standard Practice: Adopt the procedures of the Standard Practice for Unified Facilities Criteria and Unified Facilities Guide Specifications, MIL-STD-3007B that apply to the UFGS. For purposes of this MOU NASA shall have all rights and responsibilities of a “participating organization” under MIL-STD-3007B.

6-2.1. Adopt Change Request Procedures per MIL-STD-3007B

6-2.1.1. Adopt Criteria Management System

6-2.1.1.1. Criteria Change Request procedures

6-3. USGS distribution: The Construction Criteria Base (CCB) library within the Whole Building Design Guide (WBDG) will be the primary distribution system for the UFGS.

### **7. FUNCTIONAL RESPONSIBILITIES**

7-1. Functional responsibilities are identified in MIL-STD-3007B.

## **8. MEETINGS OF THE UFGS DISCIPLINE WORKING GROUP**

8-1. UFGS Discipline Working Group meetings are held at least annually.

## **9. RESPONSIBILITIES**

9.1. Each participating agency agrees to maintain their own unique specifications, and also to contribute a portion of the resources required to support the overall UFGS system.

9.1.1. Agency-unique sections within individual specification will be maintained by that agency, and will be coordinated with the Discipline Working Group members.

9.1.2. Resource support by the Air Force is provided to the Army and Navy through the military construction program.

## **10. AGENCY CONTACT INFORMATION**

NASA HQ: [Bill Brodt, wbrodt@nasa.gov](mailto:wbrodt@nasa.gov)

NS-CCCB Chair: Frank Der, KSC, [Frank.Der@nasa.gov](mailto:Frank.Der@nasa.gov)

Army: Peter Rossbach, USACE, [peter.j.rossbach@usace.army.mil](mailto:peter.j.rossbach@usace.army.mil)  
Gregory Hughes, USACE, [gregory.w.hughes@usace.army.mil](mailto:gregory.w.hughes@usace.army.mil)

Navy: Carl Kersten, NAVFAC, [carl.kersten@navy.mil](mailto:carl.kersten@navy.mil)

Air Force: Larry Spangler, AFCESA, [larry.spangler@tyndall.af.mil](mailto:larry.spangler@tyndall.af.mil)


## **11. CHANGES TO MOU**

11-1. Any participating member may propose changes to this MOU at any time. The proposed change, along with the supporting rationale, will be submitted to the Chairman of the UFC-CP. The Chairman will distribute the proposal to the UFC-CP for review. A unanimous vote of the UFC-CP will be required to approve a recommendation of a proposed change to the MOU. All changes to the MOU will be in the form of an amendment, which will require new signatures from all of the member agencies.

## **12. EFFECTIVE DATE, PERIODIC REVIEW, WITHDRAWAL AND TERMINATION**

12-1. This MOU shall take effect upon the date of the last signature. The member agencies will conduct a formal review of this MOU at least every 5 years. This MOU may be terminated at any time by mutual written agreement of the agencies. A member agency may withdraw from this MOU with 180 days written notice to the remaining member agencies.

**FOR NASA**



Date Nov 1, 2004

Eugene F. Hubbard, P.E.  
Director,  
Facilities Engineering and Real Property Division

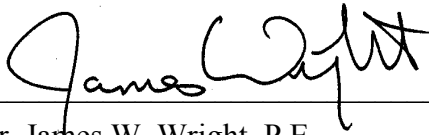
**FOR USACE**



Date Dec 13, 2004

Donald L. Basham, P.E.  
Chief, Engineering and Construction  
Directorate of Civil Works

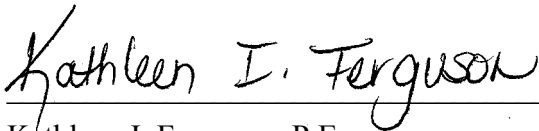
**FOR NAVFAC**



Date Mar 14, 2005

Dr. James W. Wright, P.E.,  
Chief Engineer

**FOR AF/ILE**



Date Jan 10, 2005

Kathleen I. Ferguson, P.E.,  
The Deputy Civil Engineer  
DCS/Installations & Logistics