
CERP Guidance Memorandum

South Florida Water Management District – Jacksonville District, U.S. Army Corps Of Engineers

CGM NUMBER-REVISION: 030.00

EFFECTIVE DATE: 07/22/03

CATEGORY: Modeling

SUBJECT: Interagency Modeling Center (IMC)

DESCRIPTION:

This memorandum provides guidance to Project Delivery Teams (PDTs) and RECOVER for obtaining modeling support for implementation of CERP projects during Stage One of the IMC implementation and until the IMC Program Management Plan (PMP) is drafted and approved. (For explanation of Stage One of IMC implementation, see Exhibit A: Interagency Modeling Center Concept Agreement, 29 April 2003.) The leadership of the IMC, CERP Project Management, and RECOVER has reached an agreement on coordination of modeling services (see Exhibit B). This CGM reflects the details of that agreement. It is anticipated that this CGM will be updated after the PMP is approved.

In view of the large number of concurrent CERP projects requiring planning and design, it is expected that the modeling support for CERP over the next several decades will be extensive. These modeling requirements exceed the combined capacity of the South Florida Water Management District (SFWMD) and the Jacksonville District of the U. S. Army Corps of Engineers (Corps).

The IMC has been conceptualized with the primary goal of providing timely support for PDTs and RECOVER. The IMC will provide guidance to PDTs and RECOVER on the basis of thorough technical analyses with best available data and modeling tools. Every effort will be made to resolve real or apparent conflicts associated with CERP modeling tasks in a timely manner.

The IMC will be jointly managed by the Hydrologic Systems Modeling (HSM) Division of SFWMD and the Hydrology & Hydraulics (H&H) Branch of the Corps. Other agencies will participate in the IMC as specified in agreements with the Corps and SFWMD.

The modeling needed for PDTs and RECOVER has been categorized into three scales:

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1. Regional (system-wide, essentially the model domain of the SFWMM, aka 2x2),
2. Sub-regional (covering CERP sub-regions, multiple CERP projects, or individual counties), and
3. Project Specific (to address project-specific questions and issues)

It also covers modeling with respect to the following disciplines:

- hydrology
- hydraulics
- hydrodynamics
- water quality
- ecology
- flood protection

The IMC is to be notified of all CERP modeling requests including those requested to be performed by the IMC and those to be performed by others. In this way, consistency among modeling efforts can be coordinated. All modeling will be performed with the most appropriate tools available as approved by the IMC.

In order to assure that technical modeling products and services meet the standards of each agency's responsible parties for technical modeling products and services, all contracted procurement of technical modeling products and services must be reviewed, procured, managed, approved, and accepted by and under the direction of the IMC, the HSM Division of SFWMD, or the H&H Branch of the Corps.

During Stage One, the IMC will focus on building and providing the capacity required to meet the regional modeling demands of PDTs and RECOVER. Additionally, the IMC will establish a process for prioritizing regional hydrologic simulations while capacity is growing to meet demand. Finally, for CERP modeling needs not fulfilled directly by the IMC, statements of work, contracted modeling services, model selection, input information, and completed modeling products for work performed outside the IMC including work performed by contractors will be reviewed and approved by the IMC, the HSM Division of SFWMD, or the H&H Branch of the Corps.

During Stage One, the IMC is occupying interim office space at the SFWMD headquarters. The IMC will be supported by staff from both SFWMD and the Corps and their contractors. Other participating agencies currently identified include certain of those from the Department of Interior (DOI). Additional agencies may participate in the

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future. The IMC will serve as a central point to coordinate CERP and CERP-related modeling activities, and provide the mechanism to increase the joint capacity to deliver modeling services. Other aspects of implementing the IMC, including organizational, governance, technical, and site/space requirements are in the process of being developed.

The IMC will accept CERP modeling requests directly from its customers defined here:

- Project Delivery Teams
- RECOVER

Other modeling requests must be made through the senior management of the SFWMD or Corps.

IMC modeling tasks will be executed jointly by responsibly appropriate technical staff of the SFWMD and Corps who will manage and supervise agency staff and contractors as necessary to complete the tasks. The SFWMD and the Corps have each appointed one staff member as their IMC team leader who will jointly schedule and direct the day to day efforts including technical coordination with IMC customers and technical work performed by the IMC. The IMC team leader for the SFWMD will report to the director of the Hydrologic Systems Modeling Division. The IMC team leader for the Corps will report to Chief, Hydrologic Investigations in Hydraulics and Hydrology Branch of the Jacksonville office of the Corps.

During Stage One, the IMC will:

- Ensure consistency across model scales and disciplines and provide boundary conditions from regional models
- Approve model selection for hydrologic, hydraulic, hydrodynamic, water quality, ecological, and flood protection modeling for sub-regional and project specific applications performed outside the IMC including by contractors.

The IMC team leaders are the primary points of contact for all PDTs and RECOVER. They will coordinate the scheduling of all regional-scale modeling efforts directly with project managers as described below. Scheduling conflicts will be resolved by IMC team leaders in consultation with their supervisors. Technical conflicts will be resolved by the Chief of the Hydrology & Hydraulics Branch of the Corps and the Director of the Hydrologic Systems Modeling Division of the SFWMD.

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The IMC will also include CERP Modeling Liaisons for PDTs and RECOVER. Their primary responsibility is to represent the IMC at PDT and RECOVER meetings and provide technical assistance as necessary.

The IMC will establish a process for an external team of experts to advise IMC staff on technical matters such as peer review. Selected members of this team will be convened on an as needed basis.

Activities beyond the scope of IMC

- Leading the development of statements of work for PDTs and RECOVER modeling contracts
- Providing guidance or assistance for non-modeling tasks associated with CERP projects.

Performing work (CERP or non-CERP) not specifically requested by a PDT, RECOVER, or senior management of the SFWMD and the Corps.

GUIDANCE:

Management of Modeling Data and Information - CERP (and RECOVER) modeling is a primary consumer of CERP (and RECOVER) data. This modeling also produces a large volume of information in the form of model output or “results.” This information must be documented, preserved, and made accessible to IMC customers, coordinating agencies and others. The IMC will rely heavily on the CERP shared information network and CERP data management system being implemented as part of the CERP Data Management Program. IMC team leaders will participate in data management strategic development and communicate the requirements of the IMC to the CERP technology and data project teams.

Modeling for Project Delivery Teams - The following guidance may be used by the PDTs to obtain modeling and other technical support for their projects and to coordinate with the IMC for IMC services:

Regional Hydrologic Modeling

- RECOVER and each CERP sub-region will be assigned one or more modeling liaisons to coordinate regional hydrologic modeling. They are also members of the Project Delivery Teams and will provide input to the preparation of modeling request to IMC. Preparation of the modeling request

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- is the responsibility of the CERP project manager and it should be communicated to the IMC team leaders. The modeling liaisons will be familiar with issues and lead the regional modeling necessary for RECOVER or the PDTs they represent.
- PDTs and RECOVER are responsible for preparing a clear statement of questions and/or requirements that need regional hydrologic modeling. The statement should include a detailed description stating why regional modeling is needed, specific modeling objectives, desired performance measures, and a range of alternative scenarios that would be investigated through modeling. This statement will be sent directly to the IMC team leaders. Once approved by the IMC team leaders, modeling liaisons, in coordination with RECOVER or the project manager of particular PDTs, will prepare a work plan and a schedule for carrying out the specified modeling tasks. The PDTs and RECOVER will be responsible for providing any data sets and assumptions to be modeled.
 - All hydrologic modeling results will be documented and presented to the PDTs or RECOVER by the modeling liaisons or others recommended by the IMC team leaders. Modeling liaisons will also be responsible for providing specific modeling outputs, boundary conditions, and other information that will be necessary for integration of any sub-regional or project specific modeling tasks.

Sub-regional and Project Specific Hydrologic Modeling - For analysis of alternatives, and preparation of Project Implementation Reports (PIRs), PDTs may need to use models that have higher resolutions than provided by available regional-scale and ecological models (i.e. SFWMM-“2x2”, ELM etc.). Some projects may require modeling at a higher resolution for large sub-regions (e.g. Decompartmentalization). Most projects will require project specific modeling to address specific issues relevant to the project or the site. It is expected that much of this modeling will be conducted by contracting with qualified consulting firms. In some cases however (e.g. SFRSM applications), IMC and/or other SFWMD or Corps resources may offer sub-regional modeling support.

The following guidance may be used by PDTs to obtain sub-regional and project specific modeling support for their projects:

- All statements of work must include a clear statement of questions and/or requirements that need sub-regional and/or project specific modeling. The

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statement must specify modeling objectives, desired performance measures, and a range of alternative scenarios to be investigated through modeling. This statement will be sent to the IMC team leaders for review and approval. Once approved by the IMC, the IMC, the HSM Division of the SFWMD, or the H&H Branch of the Corps will procure any contract services needed to meet modeling and modeling related requirements of the PDTs.

- Contractor(s) must present and receive IMC approval of their modeling approach prior to initiation of any work. This is necessary to ensure consistency, quality and the proper linkage to other models. Modeling tools employed by contractors must be approved by the IMC.

Ecological Modeling - The IMC will include ecological modeling and will provide information on the best available modeling tools that will be used for evaluating CERP projects. If modeling services are required, PDTs are responsible for submitting a clear statement of modeling issues, questions to be answered, objectives, and performance measures for review and approval by the IMC.

Water Quality Modeling - The IMC will include water quality modeling and will provide information on the best available modeling tools that will be used for evaluating CERP projects. If modeling services are required, PDTs are responsible for submitting a clear statement of modeling issues, questions to be answered, objectives, and performance measures for review and approval by the IMC.

Hydrodynamic Modeling - The IMC will include hydrodynamic modeling and will provide information on the best available modeling tools that will be used for evaluating CERP projects. If modeling services are required, PDTs are responsible for submitting a clear statement of modeling issues, questions to be answered, objectives, and performance measures for review and approval by the IMC.

Flood Protection Issues - Flood protection issues will be reviewed by the IMC and conduct or coordinate modeling tasks associated with flood protection investigations sponsored by PDTs. This will develop a standard set of modeling protocols consistent with the policy guidance given by CERP. A basis of

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assessment will be established for the purposes of determining flood protection level of service.

Modeling for RECOVER - RECOVER may use the following guidance for obtaining modeling support.

- IMC will conduct and/or facilitate all modeling support for RECOVER.

The IMC has the following responsibilities to RECOVER:

- Conduct modeling simulations required for the system-wide and sub-regional evaluation of each PIR with coordination from RECOVER's Regional Evaluation Team
- Work closely with the Regional Evaluation Team to incorporate new performance measures in the predictive models
- Develop and maintain a web-page to display predicted performance generated from the predictive models
- Conduct modeling for the refinement of the Comprehensive Plan, in coordination with the RECOVER's Comprehensive Plan Refinement Team throughout the implementation process
- Document, archive, and distribute model information, including input, output, and source code

APPLICATION:

Effectively immediately, all PDTs and RECOVER staff will use the guidance provided in this memorandum to obtain modeling services for all CERP projects.

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APPROVALS:



John R. (Jack) Maloy
Chief Executive Consultant, Water Resources
South Florida Water Management District

DATE: 28 July 03



Dennis R. Duke
CERP Program Manager,
U.S. Army Corps of Engineers

DATE: 22 July 2003

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Exhibit A

Interagency Modeling Center Concept Agreement 29 April 2003

Vision: The Comprehensive Everglades Restoration Program (CERP) requires an unprecedented volume of numerical simulation modeling to estimate the performance of proposed projects. In order to increase the synergy among the Jacksonville District of the U. S. Army Corps of Engineers (Corps), the South Florida Water Management District (SFWMD), and other agencies and stakeholders, the Corps and the SFWMD are creating an Interagency Modeling Center (IMC). The IMC will be the umbrella organization for organizing, integrating, and supplementing available modeling resources as necessary to accomplish CERP requirements. The Corps and the SFWMD have worked closely to develop a shared vision of an IMC, formed and staffed the IMC by Corps and SFWMD employees and their contractors, and included participants from other agencies. The purpose of this document is to provide direction for the implementation of the IMC.

Concepts: The IMC is in the later stages of concept development. Detailed implementation planning is underway as is actual implementation. The IMC's primary function is to fulfill the modeling requirements of CERP. Additionally, other southern Florida modeling requirements of joint interest to the Corps and the SFWMD may be performed by the IMC when necessary and as capacity allows. The IMC is under the joint technical direction of the Corps' Chief of the Hydrology and Hydraulics Branch and the SFWMD's Director of the Hydrologic Systems Modeling Division. Accordingly, they are responsible for the technical integrity of products from the IMC. The IMC will be physically located in the vicinity of West Palm Beach, Florida. The IMC is expected to be in operation as long as the CERP modeling demands require. Implementation of the IMC and certain model development will be a CERP programmatic cost while production work will be charged to specific projects or programs

IMC Responsibility Umbrella: The IMC is responsible for meeting all modeling needs of CERP and coordinating, reviewing, and approving any CERP modeling performed outside of the IMC by others including contractors. This includes support for the RECOVER program (REstoration COordination and VERification) and support for CERP and non-CERP water management control system operations. The IMC will

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provide or will coordinate and review other modeling contract efforts to support individual CERP projects. CERP modeling covers a range of model spatial scales and types.

Types of Modeling

- Hydrologic
- Hydraulic
- Hydrodynamic
- Water Quality
- Ecological

Model Spatial Scales

- Regional
- Sub-Regional
- Project Specific

Phased Implementation: The IMC is being implemented in three stages. The three stages are integrated to form an overall implementation approach and applies interim, near-term, and long-term strategies simultaneously. The three stages are defined as:

- **Stage One:** Implement improved methods of delivering modeling services to PDTs and RECOVER during interim period of 2003 or until Stage 1 IMC is fully operational. Includes establishing process for joint prioritization of regional runs; creating process for assisting PDTs and RECOVER in model selection, and for reviewing scopes and results for contracted modeling services for subregional efforts.
- **Stage Two:** Second stage of IMC implementation focuses on building capacity to providing all CERP required regional modeling services, including ecological and water quality modeling for projects and RECOVER. During this phase, the IMC will become fully capable for regional hydrologic simulation modeling and will expand capabilities to support and manage, as needed, other required CERP modeling on the subregional scale.
- **Stage Three:** Fully implemented IMC with capacity to provide (managing, coordinating, and providing oversight and approval as necessary, using contractors as necessary) all CERP required modeling services (RECOVER, regional, sub-regional, site specific, water quality, ecological, etc.).

During these three stages of development, the Corps, the SFWMD, will manage regional hydrologic modeling responsibilities for CERP as depicted in Figure 1. The Corps and the SFWMD will share the responsibilities of primary model development for the SFWMM (2x2) and the SFRSM and the training of their staff and modelers assigned to the IMC. Training will also be provided to staff of other agencies that make a

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commitment to participate in IMC. The IMC will be responsible for further regional hydrologic model development only as it relates to specific applications of the models for CERP. Additionally, the IMC will be responsible for specific CERP production modeling applications. As part of these model implementation and applications and production responsibilities, the IMC will manage the PDT and RECOVER interface with modeling liaisons. Ideally, modeling liaisons will be permanent employees of either the Corps or the SFWMD.

Initial IMC Management: The IMC will initially be managed on a day to day basis by Jayantha Obeysekera, SFWMD, and Russell Weeks, Corps, with management oversight and direction from their respective supervisors, John Mulliken and John Hashtak. The group, supported by contractors and other staff, will meet routinely with Jack Maloy and Dennis Duke to review progress and production, resolve issues, and plan for future improvements in the IMC implementation process. The group will also have responsibility to complete a CERP Guidance Memorandum (CGM) and a Project Management Plan (PMP) for the IMC.

Implementation Strategy: As the IMC is further developed and implemented, the concepts outlined here will be detailed and further documented and eventually this document will be superseded. At present, this document is to establish understanding of common vision and serve as a guide to the initial phase of IMC implementation.

Approvals: The contents of this document are agreed by the CERP leadership of the CORPS and SFWMD and by their authority are to be implemented and communicated immediately.

This document was executed on 29 April 2003 by Jack Maloy and Dennis Duke (signed copies available)

John R. (Jack) Maloy
Chief Executive Consultant, Water Resources
South Florida Water Management District

Dennis R. Duke
CERP Program Manager
US Army Corps of Engineers

DATE: _____

DATE: _____

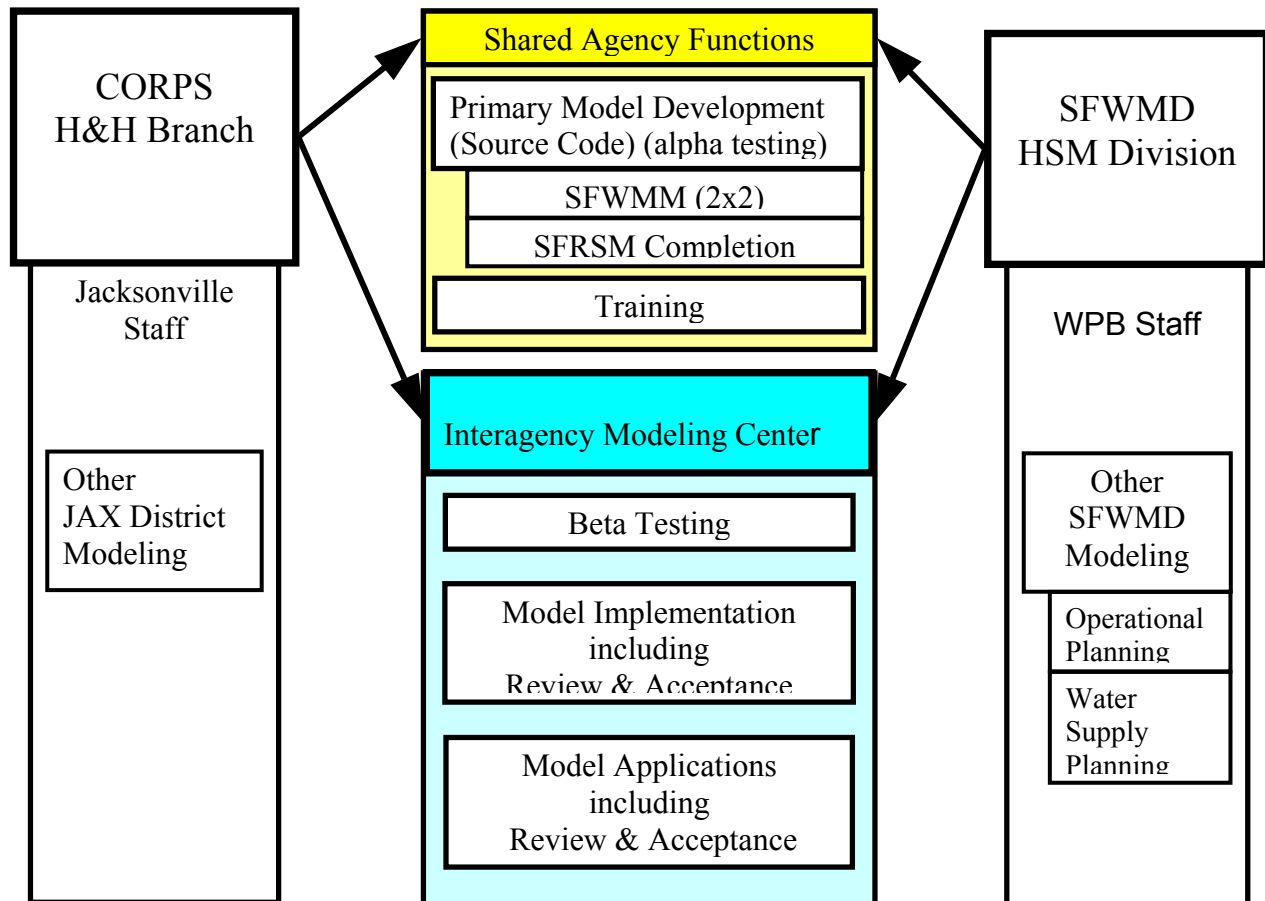
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Figure 1. Regional Hydrologic Modeling Responsibilities



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Exhibit B

IMC Coordination with PDT and RECOVER Agreements

1. Regional modeling IMC liaisons will attend PDT meetings. (Obey to provide list).
2. All regional modeling (RECOVER & PDTs) requests and peer review requests should be submitted to the IMC team leaders: Larry Stout, Corps, or Akin Owosina, SFWMD.
3. The IMC team leaders, Larry Stout, Corps, and Akin Owosina, SFWMD, are the points of contact for the following issues:
 - Regional Model consistency
 - Approval of Project Specific Model Scopes
 - Disagreements between SFWMD and the Corps
4. Upon request, peer review of model algorithms will be performed outside the IMC by the SFWMD and Corps staff or their contractors. Model applications will be peer reviewed as necessary by the IMC staff or its contractors. Project-specific peer review will be a project-specific cost, including peer review of model applications. Peer review that will be applied to many projects will be a programmatic cost.
5. IMC will perform QA/QC for sub-regional model results for their consistency with regional modeling assumptions prior to PDT posting on website for interagency and public review.
6. Documentation of interpretation of modeling assumptions into water management (IMC – system, PDT – project specific). IMC liaisons will provide the QA/QC.
7. Regional model runs for RECOVER's system-wide analysis in the plan formulation process and other model RECOVER requests, including sub-regional, will be a RECOVER programmatic cost.

PDTs are responsible for providing modeling assumptions to be included in the regional-scale modeling.

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