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**MEMORANDUM OF AGREEMENT**

**BETWEEN**

**NATIONAL INSTITUTE OF BUILDING SCIENCES**

**AND**

**THE AIR FORCE CIVIL ENGINEER**

**NAVAL FACILITIES ENGINEERING COMMAND**

**U.S. ARMY CORPS OF ENGINEERS**

**DEPUTY UNDER SECRETARY OF DEFENSE FOR**  
**INSTALLATIONS REQUIREMENTS AND MANAGEMENT**

**FOR THE**

**WHOLE BUILDING DESIGN GUIDE**

**8 OCTOBER 2003**

**1. BACKGROUND**

Unified Facilities Criteria (UFC) Program

In July 1998, the UFC Engineering Senior Executive Panel (ESEP) was formalized in response to House Conference Report 105-247 dated 9 September 1997, requiring the Services to create greater uniformity in its procedures, systems and criteria. The ESEP consists of the Chief Engineer, NAVFAC; The Chief, Engineering and Construction, USACE; the Deputy Civil Engineer, U.S. Air Force; and ODUSD (I&E). Its charter responsibility is to promote greater use of unified facility criteria with a preference for using commercial non-Government standards to the maximum extent practical.

The Under Secretary of Defense, in a Memorandum dated 29 May 2002, stated that the Military Departments, Defense Agencies and DoD Field Activities must use Unified Facilities Criteria and Unified Facilities Guide Specifications for planning, design, construction, sustainment, restoration and modernization of facilities, regardless of funding source.

## Construction Criteria Base (CCB) and the Whole Building Design Guide (WBDG)

When the CCB system was first developed, it solved the enormous problem of paper distribution, but perhaps its most important function was bringing together the major federal construction agencies and industry organizations that published codes and standards to establish a common distribution mechanism. This had numerous benefits to the Services including frequent meetings that brought a multiplicity of agencies together for the first time. Information duplications could be clearly seen and avoided, and opportunities for cooperation and gaps in information could be identified and addressed. The nature of CCB and National Institute of Building Sciences (NIBS), a congressionally chartered, non-profit, non-proprietary entity, made it possible for the organizations to work together toward the common goal of distributing criteria in the most timely and cost-effective way. The essential benefit of the program is the consolidation of information from many sources, a single system.

The WBDG is a continuation of this process. The Internet has evolved to allow virtually every organization to develop and maintain its own website. This scattering of information sources works against the current efforts of the Services to unify criteria and contain costs. The WBDG provides a strong single distribution platform including all the major information sources that increases the opportunities for unifying criteria in the ways that best benefit all parties.

The Whole Building Design Guide (WBDG) is a powerful knowledge-based website. It is a gateway to current information on integrated whole building design techniques and technologies. It includes a wide range of federal and private sector building-related guidance, criteria and technology. By creatively linking information across disciplines and traditional professional boundaries, the WBDG encourages integrated thinking and a "whole building" performance perspective. Building on the core of the CCB, the WBDG improves access to the CCB, broadens the range of information sources included, adds expert commentary, effectively vets information sources to save users time, points out important connections, and provides cost containment to the users.

## **2. PURPOSE**

This Memorandum of Agreement (MOA) establishes a partnership between the Services and NIBS. This partnership will establish the WBDG as the sole distribution tool for online access of the official version of Department of Defense (DoD) public domain facility criteria. In return, free access to this information on the WBDG will be provided to all users. It is envisioned that

the NIBS Construction Criteria Base criteria distribution system will continue to evolve into the Whole Building Design Guide knowledge-based concept, with NIBS management, operation and maintenance at decreasing DoD costs. The WBDG will also serve as the DoD primary access portal to non-government standards.

It is envisioned that the NIBS Construction Criteria Base information-based criteria distribution system will evolve into the Whole Building Design Guide knowledge-based concept, with NIBS management, operation and maintenance from the Federal perspective, at decreasing DoD costs. The Services presently use the CCB as their primary distribution system for construction criteria. The WBDG would be a natural transition of that program into a "value-added", more extensive distribution model.

The WBDG, organized and managed by NIBS, is a comprehensive knowledge-based Internet web site that is the sole portal to design and construction criteria produced by the Army Corps of Engineers, Naval Facilities Engineering Command, and US Air Force.

Value/Benefits gained with the WBDG include:

- Supporting the ESEP's charter responsibility
- Improving dissemination of UFC
- Providing expert knowledge and direction through the maze of information sources
- Reducing redundancies and conflicts in information
- Increasing flexibility for changes
- Partnering and integration of Federal and private sector efforts
- Cost containment
- Access to Non Government Standards

### **3. RESPONSIBILITIES**

The Services will produce, update and delete criteria in a format compatible with the WBDG. Each Service will designate a WBDG Criteria Coordinator to manage their criteria in the WBDG. The Engineering Senior Executive Panel (ESEP) will be the governing group for DoD participating offices.

NIBS may assist in the development of the criteria and will integrate the Services criteria into the WBDG. NIBS will administer and maintain the WBDG and will designate a person to work with the Service Criteria Coordinators.

NIBS will provide additional services to the participating offices of this agreement (e.g. criteria preparation) as required under separate contracts.

#### **4. CHANGES TO MOA**


Any participating office may propose changes to this MOA at any time. All participating offices will review the proposed change, and a unanimous vote will be required for approval. All changes to the MOA will be in the form of an amendment requiring new signatures from all participating offices.

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

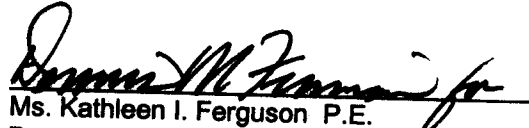
This MOA shall take effect upon the date of the last signature. The participating offices will review this MOA annually. A participating office may withdraw from this MOA at no cost upon 30 days written notice to the other offices. This MOA may be terminated at any time by mutual written agreement between the participating offices.

Within 30 days written request from any one of the Services, NIBS will provide at no cost the software, databases, current and archived documents, etc. necessary for the Service or Services to re-establish their website(s).


**6. APPROVAL**

  
Mr. David A. Harris, FAIA  
President  
National Institute of Building Sciences

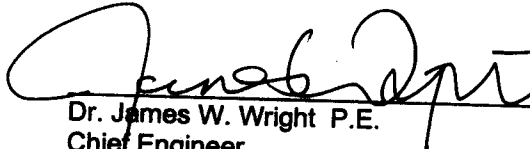
8 October, 2003  
Date

  
Ms. Kathleen I. Ferguson P.E.  
Deputy Civil Engineer (USAF / ILE-2)  
DCS / Installations and Logistics  
U.S. Air Force

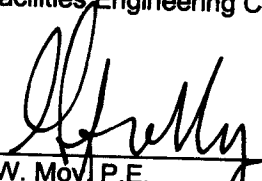
8 OCT 03  
Date

  
Mr. Don Basham P.E.  
Chief, Engineering and Construction Division  
Office of the Deputy Commanding General for Civil Works (CECW-E)  
U.S. Army Corps of Engineers

10/8/03  
Date

  
Dr. James W. Wright P.E.  
Chief Engineer  
Naval Facilities Engineering Command

10/8/03  
Date

  
Dr. Get W. Moy P.E.  
Director, Installations Requirements and Management  
Deputy Under Secretary of Defense for Installations and Environment, ODUSD (I&E)

10/8/03  
Date