

DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT AGENCY
HEADQUARTERS UNITED STATES ARMY GARRISON, FORT JACKSON
FORT JACKSON, SOUTH CAROLINA 29207-5000

REGULATION
NUMBER 420-12

1 May 2005

ENGINEERING DIVISION
PUBLIC WORKS COUNCIL

1. PURPOSE. To establish guidance, procedures and responsibilities for the Public Works Council (PWC). The purposes of the PWC are:

a. To recommend priorities for design and execution of both funded and potential year-end projects; to advise the Military Service Commanders and Installation Staff of proposed major repair projects over \$10,000 and minor construction projects over \$1,000; and brief status on on-going engineer projects. (DLE)

b. To serve as the Installation's Board of Directors for the orderly development and management of real property, recommend priorities for Military Construction Army (MCA) project funding and approve site location for construction projects.

b. To brief status of Non-Appropriated Fund (NAF) projects. (DCA)

c. To brief status of Information Mission Area projects. (DOIM)

2. RESPONSIBILITIES:

a. The Directorate of Logistics and Engineering (DLE) is the proponent for this council and will:

- (1) Establish the times and dates for council meetings. The council will convene semi-annually, or at the direction of the Garrison Commander.
- (2) Brief status of budget guidelines and target goals for SERO funded projects.
- (3) Brief status of on-going engineer projects.
- (4) Develop agenda and forward advance copy to council members at least two weeks prior to meeting.

This regulation supersedes FJ Reg. 420-12, dated 10 October 1997
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- (5) Brief status of MCA projects and sitting requirements.
- (6) Submit minutes for GC's approval within 5 days of the PWC meeting.
- (7) Disseminate approved minutes and other information to council members within three days of receipt.
- (8) Establish timelines and distribute a quarterly status report on all funded projects.
- (9) Coordinate with units to validate work orders.
- (10) Coordinate with DCA to ensure NAF projects are identified.
- (11) Coordinate with DOIM to ensure Information Mission Area projects are identified.

b. The Directorate of Community Affairs will:

- (1) Coordinate with the DLE to ensure projects are included in the agenda.
- (2) Brief status of projects being controlled and funded with NAF resources.

c. The Directorate of Information Management will:

- (1) Coordinate with the DLE to ensure projects are included in the agenda.
- (2) Brief status of Information Mission Area projects.

d. Primary Members will:

- (1) Review the agenda, work orders projects, and other information and be prepared to discuss any concerns.
- (2) Attend the meeting or have a knowledgeable representative present.
- (3) Advise primary members as required.

e. Staff Agencies:

- Review the agenda and work projects and offer guidance to the voting members.
- (1) Attend the meeting or have a knowledgeable representative present.
 - (2) Advise primary members as required.

3. PROCEDURES:

- a. Units/staff agencies must submit a Work Order Request (DA 4283) to the DLE for estimating work before projects are presented to the PWC.
- b. Each July, the DLE will identify the next fiscal year's funding allocation for barracks maintenance and minor construction projects.

- c. Council members will indicate their #1 and #2 priority work orders to be presented to the PWC. Staff agencies will indicate their #1 and #2 priorities and submit to the Garrison Commander. The GC will determine the post-wide priorities for the staff agencies.
 - d. The DLE will review the projects and develop the initial listing to conform with budget guidelines. Design funds for current year and out-year requirements will included as a line item.
 - e. Each voting member has one vote, with the Garrison Commander voting in case of a tie.
 - f. The project list will be forwarded to the Garrison Commander for approval, with this listing becoming the DLE's Execution Plan for the fiscal year.
 - g. Projects identified for year-end (SAF) funding will be designed and forwarded to the DOC for bid solicitations.
 - h. Minor Construction projects and repair projects under \$50,000, not approved nor considered for year-end funding, will be returned to the requestor without action. Repair projects over \$50,000 will be incorporated in the IMA Project Prioritization System (PPS) for SERO funding consideration.
4. The proponent for this regulation is the Directorate of Logistics and Engineering, Engineering Division. This regulation will be reviewed at least annually.

(IMSE-JAC-LGF)

FOR THE COMMANDER:

OFFICIAL:

EDDIE STEPHENS JR.
Colonel, GS
Garrison Commander

/SIGNED/
PATRICIA KELLY-JOHNSON
DHR, Records Management

PUBLIC WORKS COUNCIL

CHAPTER

1. Proponent: Directorate of Logistics and Engineering
2. Date Established: June 1994
3. Date to be Terminated: Indefinite
4. Frequency: Semi-Annually
5. Approval Authority: Garrison Commander
6. Purpose:
 - a. To recommend priorities for design and execution of both funded and potential year-end projects; to advise the Command Group and Installation Staff of proposed major repair projects over \$10,000 and minor construction projects over \$1,000; and to brief status of on-going engineer projects (DPW)
 - b. To serve as installation's Board of Directors for the orderly development and management of real property; recommend priorities for Military Construction Army (MCA) project funding; approve site location for construction projects. (DLE)
 - c. Brief status of Non-Appropriated Fund (NAF) projects. (DCA)
 - d. Brief status of Information Mission Area projects. (DOIM)
7. Composition:
 - a. Primary Members:
 - Chairman: Garrison Commander
 - Commander, 1st Brigade
 - Commander, 4th Brigade
 - Commander, Training Center Command
 - Deputy Commandant (SSI)

b. Staff Advisors:

Director of Logistics and Engineering, Executive Secretary
Director of Information Management
Director of Plans, Training and Mobilization
Director of Community Activities
Director of Resource Management
Director of Health Services
Director of Contracting
Commandant, Chaplain School
Installation Staff Chaplain
Staff Judge Advocate
Chief of Installation Safety Management

c. Any directorate, commander or staff agency may attend to address any project or item submitted to the council.

8. Subcommittees: None

9. Enclosures: None

10. References:

AR 25-1 The Army Information Resources Management Program
AR 210-20 Master Planning for Army Installations
AR 415-19 Non-Appropriated Funded Construction Project
Construction and Approval
AR 420-10 Management of Installation Directorate of Engineering and Housing

Approved/Disapproved _____ Date: _____