

## **Regional Prospectus Projects Workgroup**

**ISSUE:** Provide a collaborative multi-bargaining unit approach to developing, configuring and allocating space for bargaining unit employees domiciled in the new regional office buildings.

**DESCRIPTION OF ISSUE:** The Parties recognize that having a consistent collaborative approach to information sharing, consensus building, and formulation of agreements will allow the overall process to move forward more effectively and efficiently while addressing the interests of all concerned. The Agency shall establish one workgroup for each new regional prospectus project. Each workgroup will address issues that will include, but not be limited to cubicles, interior build-out, furniture/furnishings, common work areas, and other common areas.

### **PROCESS:**

1. Each Workgroup shall have one NATCA representative from each NATCA bargaining unit with a presence at the new facility.
2. The Workgroup may establish sub-groups to address specific issues as identified by the workgroup. If a sub-group(s) is unable to reach an agreement by consensus on any portion of the project, that matter will be elevated to the Workgroup for resolution by consensus.
3. The Workgroup and any established sub-groups shall make every effort to reach an agreement through consensus. For the purpose of this document, consensus is defined as the voluntary agreement of all representatives of the workgroup for a particular outcome. If the Workgroup members are unable to reach an agreement on any portion of the project, that matter will be elevated to the Parties at the National level for a collaborative resolution. If the Parties at the National level are unable to reach agreement, either Party may declare impasse and the parties are free to pursue whatever course of action is available to them under the Federal Service Labor/Management Relations Statute.
4. The NATCA representatives on the Workgroup and sub-groups shall be invited to participate in briefings and meetings affecting the regional office specific to their group. The Agency shall be responsible for notifying the NATCA representatives of any such activities. The Agency shall provide funding for any local travel for Workgroup and/or sub-group activities.
5. NATCA representatives on the Workgroup and sub-groups shall be in a duty status for all Workgroup and sub-group activities.. Additionally, they shall be afforded a reasonable amount of duty time to communicate with NATCA regarding the status of any workgroup initiatives.
6. Union designated Workgroup and sub-group members will be provided access to the same information as any other Workgroup member.
7. Each Party will identify a team lead for each Workgroup and sub-group.

8. The team leads will be responsible for ensuring that all agreements are reduced to writing and are signed. Sub-group team leads are responsible for providing a joint briefing to the Workgroup on all impasse issues. Workgroup team leads are responsible for providing a joint briefing to the parties at the National Level on all impasse issues.

**SCOPE:**

The Workgroup shall review GSA/Agency plans for regional office prospectus projects. Within approved budgets, the Workgroup will be responsible for determining requirements, consistent with the authority of the FAA, for common use areas including but not limited to: internal finishes, furnishings, furniture, break rooms, cafeteria, conference rooms and fitness centers. The Workgroup shall delegate determination of cubicle sizes and location appropriate for the work assignments contemplated to the LOB sub-groups. The Workgroup shall determine other space usage in accordance with existing GSA rules, government-wide regulations, and contractual obligations. The Workgroup will develop the process by which palettes for furniture, furnishings, and internal finishes shall be selected. The Workgroup shall contact, as necessary, subject matter experts (SME) to assist in making decisions (e.g. telcon, IT, finance). The Workgroup may delegate any of the aforementioned tasks to a subgroup.


In six (6) months from the signing of this agreement and then as necessary, the Parties at the National level agree to review these procedures and discuss identified problems that have arisen during this process. If either party is not satisfied after the review, the Parties will meet to address any modifications or amendments as necessary.

Signed this 8th day of July 2014.

  
Mike MacDonald

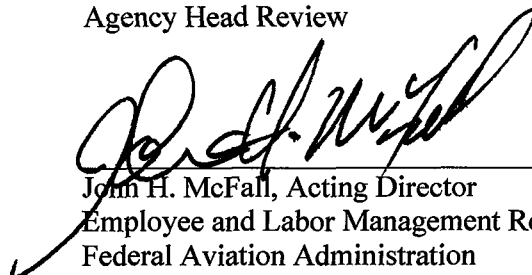
  
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