



DEPARTMENT OF THE ARMY  
U.S. ARMY CORPS OF ENGINEERS, FORT WORTH DISTRICT  
P.O. BOX 17300  
FORT WORTH, TX 76102-0300

December 13, 2024

**REQUEST FOR STATEMENT OF INTEREST  
W9126G-25-2-SOI-2922**

*Applicants must be a member in one of the following Cooperative Ecosystem Studies Units Regions: **Colorado Plateau / Great Plains CESU Regions***

**Project Title:** Integrated Training Area Management Support for Fort McCoy in Wisconsin

A cooperative agreement is being offered ONLY to members of the Cooperative Ecosystem Studies Units (CESU) Program Region(s) identified above. Award will be made upon mutual agreement and acceptance of the terms and conditions contained in the request for proposal and the of the recipient's CESU Master Agreement. Note the established CESU Program indirect rate is **17.5%**.

Responses to this Request for Statements of Interest will be used to identify potential organizations for this project. Approximately **\$712,715** is expected to be available to support this project for the **base period**. Additional funding may be available to the successful recipient for optional tasks and/or follow on work in subsequent years.

**NOTE:** This project will be awarded under the authority of 16 USC 670c-1, Sikes Act. For projects for the implementation and enforcement of integrated natural resources management plans, priority shall be given to award to Federal and State agencies having responsibility for the conservation or management of fish or wildlife.

**Period of Performance.** The Base and Follow-On Periods will each be **12 months from the date of award**. Follow-on Periods are subject to availability of funding.

**Description of Anticipated Work:** See attached Statement of Objectives

**NOTE:** At this time we are only requesting that you demonstrate available qualifications and capability for performing similar or same type of work by submitting a Statement of Interest. A full proposal and budget are NOT requested at this time.

**Preparation of your Statement of Interest:** Provide the following (Maximum length: 2 pages, single-spaced, 12 pt. font):

1. Name, Organization, CAGE Code, Unique Entity ID, CESU Region, and Contact Information (Email)
2. Brief Statement of Qualifications (including):
  - a. Biographical sketch of the Principal Investigator, to include specific experience and capabilities in areas related to this project's requirements
  - b. Relevant past projects and clients with brief descriptions of these projects

- c. Staff, faculty or students available to work on this project and their areas of expertise
- d. Brief description of other capabilities to successfully complete the project: (e.g. equipment, laboratory facilities, greenhouse facilities, field facilities, etc.)

**Submission of Your Statement of Interest**

1. Statements of Interest are due by **5:00 P.M., Central Time, on Monday 13 January 2025.**
2. Submit your Statement of Interest via e-mail attachments or if you have any direct questions (send them no later than COB Monday 30 December 2024) to:

Nicholas Aprea  
Grants Specialist  
USACE, Fort Worth District  
Email: [nicholas.a.aprea@usace.army.mil](mailto:nicholas.a.aprea@usace.army.mil)

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**Review of Statements Received:** All statements of interest received from a member of the CESU Region(s) identified above will be evaluated by a board comprised of one or more people at the receiving installation or activity, who will determine which statement(s) best meet the program objectives: offer the most highly qualified Principal Investigator, have the most relevant experience and the highest capability to successfully meet the program objectives. Submitters whose statements are determined to best meet the program objectives will be invited to submit a full proposal.

**Timeline for Review of Statements of Interest:** RSOI's are required to be posted on [www.Grants.gov](http://www.Grants.gov) for 30 days prior to the Government making a decision and requesting full proposals.

Thank you for your interest in our Cooperative Agreements Program.

PAIGE E. POORMAN  
Grants Officer

Attachment: Statement of Objectives

**STATEMENT OF OBJECTIVES (SOO)**  
**For**  
**INTEGRATED TRAINING AREA MANAGEMENT PROGRAM SUPPORT**  
**For**  
**FORT MCCOY, WISCONSIN**  
Cooperative Ecosystems Studies Unit (CESU) Cooperative Agreement

**1. PURPOSE**

- 1.1.** The Fort McCoy environmental program ensures military mission activities are conducted in compliance with all applicable environmental laws, regulations, and policies. Article I B of the master agreement states the objectives of the Cooperative Ecosystems Studies Units (CESU) are to: provide research, technical assistance and education to federal land management, environmental and research agencies and their potential partners; develop a program of research, technical assistance and education that involves the biological, physical, social sciences needed to address resource issues and interdisciplinary problem-solving at multiple scales and in an ecosystem context at the local, regional, and national level; and place special emphasis on the working collaboration among federal agencies and universities and their related partner institutions.
- 1.2.** The objective of the work to be performed under this task order is to provide Fort McCoy with support for Integrated Training Area Management (ITAM) program. The ITAM program is the U.S. Army's comprehensive approach to land management. ITAM is based on the integration of military mission, natural and cultural resource management, and environmental compliance. The intent of the ITAM Program is to provide training land management capability across the total Army. This allows the Army to manage its land in an environmentally sound manner to ensure no net loss of training lands for accomplishing primary activities (training and testing) or for impacting the overall training capability. The effective integration of stewardship principles into training land and conservation management practices ensures that the Army's lands remain viable to support future training and mission requirements indefinitely. It integrates elements of operational, environmental, master planning, and other programs to identify and assess land use alternatives. The ITAM Program thus supports sound natural and cultural resource management practices to provide stewardship of land assets, while sustaining those assets to support training, testing, and other installation missions. All of the components of the ITAM program are supported: (1) Land Rehabilitation and Maintenance (LRAM), (2) the Sustainable Range Program (SRP) Geographic Information Systems (GIS), (3) Range and Training Land Assessment (RTLTA), (4) Sustainable Range Awareness (SRA), and (5) Training Requirements Integration (TRI). These components combine to provide the means to understand how the Army's training requirements impact land management practices; what the impact of

training is on the land; how to mitigate and repair the impact; and to communicate the ITAM message to soldiers and the public. Geographic Information Systems (GIS) is a foundational support element that provides geographic information that assists land managers in making their decisions.

Project work shall take place on Fort McCoy, Wisconsin. Work at this location includes implementation of all components of the ITAM program. ITAM program goals and objectives provide the following: uniform training land management capability across the total Army; sound land management to ensure no net loss of training capabilities; support for current and future training requirements; assessment of land quality, monitoring of land conditions, and recommendations of land rehabilitation options. ITAM integrates training and testing requirements with training land carrying capacity. The program educates land users to minimize adverse impacts. The ITAM program includes rehabilitation and maintenance of training lands. The Army recognizes that the execution of training to doctrinal standards must be under realistic combat conditions and these actions will affect the environment. The ITAM program repairs damaged lands and implements improvements to promote better and safer land utilization while protecting resources. Fort McCoy encompasses just under 60,000 acres, of which approximately 46,000 acres are available for maneuver training. Additionally, approximately 45,000 of these acres are open to public access via hunting and fishing by permit. ITAM activities establish a framework for decision-making and management of Army training lands that demonstrate the U.S. Army commitment to environmental stewardship and recognizes its obligation to public lands protection.

## **2. AUTHORITY**

### **Authority to enter into a Cooperative Agreement (CA) for the work: Section 670c-1, Title 16 United States Code, Sikes Act.**

**2.1.** In agreement with the above stated goals, the non-Federal entity (NFE) agrees to provide the necessary personnel, equipment, and materials required to implement, in part, Fort McCoy responsibilities pursuant to the Sikes Act Improvement Act (16 USC 670 et seq.).

**2.2.** In accordance with section 6305 – *Using cooperative agreements* of the *Federal Grant and Cooperative Agreements Act of 1977* (31 U.S.C. § 6301 et seq.), all CESU projects must carry out a public purpose of support or stimulation, instead of acquiring goods or services for the exclusive direct benefit of the United States Government. Examples of carrying out a public purpose may include, but are not limited to, the following:

- Project results/outputs add to the scientific literature/knowledge base, with applicability and utility beyond the scope of the project footprint/study area.
- Academic and other nonfederal partner institutions (and their

personnel) gain professional experience, increase knowledge, and develop skills and abilities.

- Students benefit from direct interaction with federal scientists, program and technical staff, and field unit managers.

**2.3.** In accordance with section 6305 – *Using cooperative agreements* of the *Federal Grant and Cooperative Agreements Act of 1977* (31 U.S.C. § 6301 et seq.), substantial involvement is expected between the Department of Defense (DoD) and the recipient when carrying out the activity contemplated by the cooperative agreement. The DoD agrees to participate at a national level in support of the CESU program as accepted in the Master MOU for the establishment and continuation of the CESU program Article II 1-4 and Article VI 1-7.

The installation further (hence DoD) agrees to provide substantial involvement as directed under the appropriate master agreement to include, but are not limited to, the following:

- Involved in development of study methodology, data gathering, analysis, and/or report writing.
- Actively participates and collaborates in carrying out the project plan of work, reviews and approves activities, helps train or select project staff or trainees.
- Coordinate research activities with other installation entities and scheduling of range time.
- Technical assistance and guidance.
- Participation in status meetings including kick off meeting and weekly, monthly, and quarterly project update meetings.

### **3. DESCRIPTION OF OBJECTIVES**

The Cooperator shall provide the planning and decision support expertise necessary to sustain the Fort McCoy ITAM program to meet current and changing technology, war fighting doctrine, and environmental mission requirements. USACE, Cooperator, and the Installation Point of Contact (IPOC) will work together to ensure that the Cooperator employee(s) meets the qualifications of the position and understands the ITAM mission.

#### **3.1. CORE TASKS**

The following core requirements for development or management of Fort McCoy training lands have been identified:

##### **3.1.1 TASK 1 – GIS SUPPORT**

The GIS Program achieves information excellence by providing accurate, complete, and standardized spatial data, GIS products, analysis, and applications that adhere to Federal, Department of Defense (DoD) and U. S. Army spatial data standards. GIS

support includes the development of standard GIS databases meeting SRP GIS data requirements. Spatial data are available to support all components of the ITAM Program.

The Cooperator will ensure that all staff providing GIS support for this project meet the following requirements:

- Full understanding of the Army and Fort McCoy GIS/ITAM mission.
- Fully trained to operate the most current releases of GIS software approved for use by the Army and SRP (ESRI ArcGIS Pro 3.x/ArcGIS Enterprise).
- Capable of accessing and utilizing a wide variety of spatial data formats. Full technical GIS skills necessary to meet requirements and standards necessary to work in a shared or distributed Enterprise GIS environment and create and manipulate GIS data from a variety of sources and formats into a standard GIS database that complies with identified standards.
- Capable of operating hand-held mapping grade GPS systems and software, as well as post processing steps and requirements.
- Ability to adhere to all guidance contained within the SRP Geospatial Data Quality Assurance Plans (QAPs) and referenced in the SRP GIS Technical Reference Manual.
- Acquire and maintain a basic understanding of ArcSDE database use and development, in order to support publication and use of map and data services, and development and utilization of web maps and applications in Portal for ArcGIS.
- Ability to meet the training/standards and background checks, as needed, to obtain and sustain a Fort McCoy Common Access Card (CAC) and Fort McCoy computer network access.

GIS support shall consist of the following:

- Inventory, Evaluation, and Maintenance of SRP GIS Data. The Cooperator will perform inventory and evaluation of the Fort McCoy SRP/ITAM GIS database and systems within DPTMS/Range Branch. SRP geospatial data will be identified as existing or not existing on the installation and checked for quality parameters identified in the related SRP GIS QAPs each quarter. The Cooperator will identify data deficiencies and make necessary corrections to meet SRP GIS requirements and standards.
- SRP GIS Center of Expertise. The Cooperator will support Fort McCoy ITAM customers by providing guidance, and technical support in GIS software applications; Federal spatial data standards; development and testing of custom GIS tools and geodatabase design, which will include FGDC metadata and the Spatial Data Standard for Infrastructure and Environment (SDSFIE); SRP GIS support for the Range Managers Tool Kit (RMTK); Range Facility Management Support System (RFMSS) Enhanced Graphic Fire Desk (EGFD); range planning/design; Range Complex Master Plan (RCMP) support; and RTLA,

LRAM, SRA, and TRI component support. The Cooperator will provide approximately 10 guidance and technical support actions per month.

- SRP Geospatial Data Development. The Cooperator will develop Geospatial Data under the guidance of the Fort McCoy GIS Analyst using multiple approaches. The Cooperator will ensure all geospatial data developed under this SOO complies with the guidance set forth in the DAMO-TRS Geospatial Data Strategy Memorandum (1 October 2023 or updated versions) and associated geospatial data QAPs. All range-related facility data will be coordinated with the Fort McCoy GIS Analyst for validation and subject matter expert (SME) Review. The Cooperator will correct any data discrepancies or errors as required. Estimate four feature classes/data sets will require edits per quarter.
- SRP Military Installation Map (MIM) Updates and Production. The Cooperator will update the existing Military Installation Map(s)/Overlay(s) for Fort McCoy. The Cooperator will get guidance from Fort McCoy and will also use the MIM production guidance documentation found on SRP Web. This task will require the development, cataloging and maintenance of GIS layers required for the MIM. The Cooperator will submit final products for validation by the Government approval authority before they are considered complete. The Cooperator will complete up to one (1) MIM update annually, plus additional derivative MIM products.
- General Map Production. Develop and produce maps to meet specific SRP Installation mapping requests from range personnel, ITAM personnel, Soldiers, and support personnel. This includes variations of standard installation map products and special project maps. The Cooperator will ensure that all maps delivered under this SOW are to SRP standards and based on standard military cartographic layout (i.e. SRP Style Set). The NFE shall ensure that all incoming requests are logged, progress tracked, and completion recorded and reported within the Monthly Status Reports (MSR). The Cooperator shall provide approximately five (5) special projects per month.
- RFMSS Enhanced Graphic Fire Desk Updates. The Cooperator will provide support and data entry assistance to the GIS Analyst and RFMSS Administrator to develop and update the Range Control RFMSS Enhanced Graphic Fire Desk (EGFD) as changes or edits are required. All geospatial data created and/or modified under this task will conform to RFMSS guidelines and will be sent to the RFMSS functional administrator for incorporation into the RFMSS graphic fire desk. The Cooperator will also provide basic support to EFGD users who may need assistance to understand GIS associated functions and tools (up to 4 actions annually).
- Database Query and Map Production. The Cooperator shall conduct output of existing geospatial data and associated attribute data. These tasks include query, overlay, and customized map output functions on existing GIS data. The

Cooperator shall prepare hard and soft-copy map outputs each month using map layer combinations, scale, graphics, and annotation. The Cooperator shall provide approximately five (5) special projects per month.

- GIS Tools/Enterprise GIS. The Cooperator will provide technical support for desktop and enterprise GIS viewing capabilities at a minimum to all ITAM personnel, DPTMS, and Range Control offices, and other installation offices as approved by the IPOC. Desktop viewing capabilities may be delivered through ArcGIS Desktop software or Portal for ArcGIS web maps, applications, and experiences. The Cooperator will provide approximately five (5) GIS Tool support actions per month.
- Meeting Attendance. The Cooperator shall participate in initial coordination and bi-weekly planning meetings with ITAM and other installation staff to meet the support tasks outlined in this SOO. The Cooperator will perform up to 26 actions annually.
- Interagency Coordination. The Cooperator will ensure SRP/ITAM data is shared with other installation GIS offices to avoid duplication of effort, or development of data sets that should be developed and maintained by offices outside of DPTMS/Range/SRP. The Cooperator shall compile data into shared or distributed Enterprise databases within the installation on a monthly basis.
- Field Support. The Cooperator will provide field support in the form of GPS'ing landscape features, areas damaged by military training, or future land repair sites in order to collect and validate SRP and other GIS support data. The Cooperator will accurately mark or outline locations in the field associated with SRP projects/plans. The Cooperator will conduct approximately three (3) field support actions monthly.
- Quarterly Status Reports (QSR). The Cooperator will provide a quarterly progress report (QPR) no later than the 10<sup>th</sup> day of the third month to the USACE Project Manager and the IPOC summarizing activities accomplished as outlined in each task section above.

### **3.1.2 TASK 2 – RTLA SUPPORT and FIELD COLLECTIONS**

The RTLA component of ITAM support involves inventorying and monitoring natural resources to document land condition and to assess the ability of the land to withstand impacts from training and testing. RTLA conducts assessments to support the sound decisions for land use and sustainability.

- The Cooperator will provide support for the following assessments/workloads throughout the Period of Performance (PoP):
  - Monitoring of military disturbances and record use/impacts within the training areas on a yearly basis.
  - Conduct assessments for Training Area B23 carrying capacity to support



- training loads impacts; consolidate field data and findings; and provide analysis and conclusions of findings.
- Assessments to determine the effectiveness of the woody vegetation control techniques including herbicide treatments, mowing, and shredding on sites treated in relation to mortality rates of target species and impacts to non-target species.
  - Assessments to determine the need and effectiveness of LRAM seeding and repair efforts for targeted sites.
  - Vegetation, woody encroachment, and bare soil surveys to analyze the conditions of open grassland sites used as Firing Points and Mortar Points, heavy maneuver areas, transient field artillery firing locations, and landing zone/pick up zones on a yearly basis.
  - Collect field data on selected maneuver trail conditions and characteristics to support follow on LRAM work and GIS data updates.
  - Collect vegetation and bare soil survey data related to pre and post UXO clearance operations to determine impacts associated with activities and carrying capacity for heavy maneuver training.
  - Monitor established water crossing locations to log impacts from training or deterioration of the sites.
  - Provide a draft written status report or in person consultation with ITAM team for each assessment with initial assessment findings, and again at the completion of field work. Reports will be drafted at the end of each assessment and shared with the RTLA Coordinator (government point of contact (POC)) who will review, edit, and complete all final reports.
  - Provide weekly verbal updates to the RTLA Coordinator (government POC) on the progress of each assessment.
  - Conduct additional assessments similar to those above to monitor and assess land management activities, use, and condition on the 55,000 acres of operational lands and permitted/leased lands to meet new or changing land management/training mission requirements.
  - To conduct the assessments listed above the Cooperator(s) will:
    - Follow established RTLA plans and protocols for assessments. Provide input for updates on RTLA protocols based on field collections and observations.
    - Collect, consolidate, and communicate field data for assigned assessments to support the validated ITAM Plan Activities for the given fiscal year.
    - Execute weekly data collection during the appropriate field season (April-Nov); ensure data quality; update the RTLA data archives/database(s); enter or download all data/information into RTLA computer file locations assigned; label and annotate data for ease of tracking/use, and report on the progress for each assessment on a monthly basis.
    - Consolidate field monitoring notes, data, photos, and maps to support written status reports used to inform LRAM/ITAM Coordinators of current field conditions.
    - Draft status reports as stated above. Develop and provide products from field findings, such as maps, graphs, photo logs, or similar to support final

status reports and annual reports to be written and finalized by the RTLA Coordinator (government POC).

- Collect, utilize, and manage GIS and GPS data associated with the RTLA/LRAM/GIS/ITAM tasks.
- Manage and process plant specimens associated with assessments monthly to meet monitoring protocols/data analysis.
  - Coordinate with the RTLA Coordinator on requirements and daily workloads.
  - Work collaboratively with and support the LRAM, GIS, SRA and TRI components of the ITAM program and receive support/assistance from the component staff.
  - Maintain an inventory/accountability of all items assigned; and maintain items (field/office equipment) in serviceable condition. Inventory/accountability will be performed twice during the project, initially at the beginning of the period of performance, and then again at the end of the period of performance.
  - Estimate majority of field collections from mid-May through October. Field assessment preparations, some field collections, and data consolidation/status report writing will take place from October (if not earlier) to the following May; annual report will be due 31 May.

### **3.1.3 TASK 3 – LRAM SUPPORT**

The Cooperator will provide support to the Fort McCoy LRAM Coordinator and to the ITAM program components.

- Conduct operations, maintenance, and use of LRAM heavy and light equipment, power tools, and provide general labor to execute LRAM projects per the ITAM Plan or DPTMS mission requirements for the given fiscal year. Projects generally entail repair of maneuver impacts by leveling ruts and reseeding disturbed areas; enhancing vegetation through planting, seeding and fertilizing; managing vegetation via mechanical removal, assisting with NR prescribed fire planning, or herbicide applications; reconfiguring land resources to meet training objectives and land stewardship responsibilities; maintain and repair maneuver trails which allow for military maneuver and public access; control dust and erosion of maneuver trails and rotary wing landing pads/zones; create low water crossing/fording sites to increase accessibility, but limit sedimentation to water resources; control erosion associated with military land use; and conserve cover and concealment resources (mature trees). Projects ensure the long-term sustainability of natural/land resources which provide suitable, safe, and realistic support for training units and incorporate land stewardship principles to support public activities such as hunting and fishing.

Anticipated projects to be completed during this period of performance:

- Sedimentation removal from culverts, low water crossings, amphibious launch pads or similar to minimize sedimentation issues associated with military maneuver use/erosion, and potential clean water act conflicts. Anticipate 5 sites per year.

- Conduct earth moving, shaping, disking and/or grading to remove historical berms or earth obstacles where they impede cross country maneuver and access; placement of berms to limit cross country maneuver and impacts by military units or the public to sensitive sites, natural resource assets and/or to restrict access for safety precautions; development or improvement of drainages and/or the placement of water diversions structures as needed on trails, heavily used open areas, and/or training sites; and to reconfigure sites to meet changing/updated military mission requirements. Site work may include the application of erosion control structures such as sediment fence, hay blankets, water bars, installation of culverts or rock dams, and in some cases hardening of sites with rock, wood chips, or other aggregate to fix problems areas or ensure long-term sustainment of sites. Anticipate 15 acres per year.
- Ensure areas disturbed by Unexploded Ordnance Clearance operations are recovered and vegetated to minimize erosion issues and sustain future military maneuver use. Anticipate 40 acres; sites may include B19, B27, A01, and FP418/C04 Training Areas.
- Conserve mature dominant tree species for cover and concealment resources by conducting control of oak wilt and red pine decline impacts; approximately 12 to 20 sites/approximately 10 acres. Utilize a vibratory root plow to cut root graphs between infected and uninfected trees; trees within infected centers will be cut down, bucked up, and their stumps treated with herbicide to minimize future spread of the tree diseases.
- Jointly maintain with DPW four large open grassland expanses used for open heavy maneuver and drop zone operations per year. Work will entail the removal of unwanted woody encroachment and dead/dying trees via mechanical methods and the use of herbicides for species that resprout and enhancement of native grasses and forbs. Sites are located in D02, C14/C17, C20, B19, and B05/06. Work will maintain important open grassland habitats and enhance military operational capabilities.
- Repair/improve approx. 50 miles of the approximately 300 miles of existing trails within the Fort McCoy operational area per year. Trails are all semi-improved or primitive trails used by military and the public for access into wooded and remote locations. Work will include fixing ruts, gullies, potholes; adding materials such as woodchips, gravel, rock, and crushed concrete to harden soft spots; creating or installing water diversion structures such as rubber mat strips, water bars, water turn outs, low water stream crossing, and culverts. Work will include using graders, dump trucks, excavators, dozers, and wheel loaders to complete this task and to maintain and harden existing trails. Maneuver trail grading, mowing, and general upkeep for vehicle access. Work entails approximately 100 miles of existing trails within Fort McCoy operational areas per year. Majority of work will require grading and mowing of trails to sustain the trail footprints as well as removing trees, limbs, or woody debris that may have fallen into, grown into, or blocked the trail. Work will primarily involve dozer, compact track loader, excavator, and grader work on an annual basis. Some work will with chainsaws, brush saws, brush hogs, or limb saws will be required for fallen tree/limb removals.

- Repair maneuver impacts associated with military maneuvers throughout the 55,000-acre operational area and permitted/leased lands. Assume approximately 150 acres of leveling, disking, grading, and seeding per year. The work will make sites safe, accessible, and usable by follow on units/the public for that season and limit possible soil erosion or easy infiltration of non-native species due to highly exposed soils. Personnel are not expected to enter the 7,700-acre impact area; all work in this area will be done remotely.
- Conduct shredding, grubbing, and/or stump grinding/removal to sustain vehicle access, open areas to meet military mission requirements, reduce dead and downed woody material, set back woody species/plant community succession, sustain open trails, and create linkages between existing trails or isolated sites, control woody species encroachment, and maximize the potential of open areas for various training requirements. Work will entail the mechanical removal of unwanted woody species, encroaching woody species, dead/dying trees, and stumps as needed to meet the objective of a given site. 300 acres and 30 linear miles anticipated. Work ensures training area lands are sustained as accessible and ensure a mosaic of habitats and vegetative structures suitable for both military training/maneuvers and wildlife/plant community diversity.
- Conduct herbicide applications/control strategies to limit woody encroachment and re-sprouting of unwanted trees/shrubs while limiting impacts to non-target species and to prepare sites for favored vegetation seeding projects. Work will ensure forest openings, open grassland areas, and newly opened sites, trail edges, and similar sites have woody species limited or controlled to set back succession, sustain open grassland sites, sustain vehicle access and military maneuver capabilities. Strategies may include use of herbicide treatments to include: pellet applications, spot, stump, foliar, or basal bark, or similar methods to limit target species while minimize impacts to non- target species. 100 acres anticipated.
- Maintain Landing Zone/Pick-up Zones annually via mowing, herbicide spot treatments, and repair damage as needed. Apply lime and fertilizer as needed based on soil samples and reports. LZ/PZ locations are located in D03, D04, D08, D11, C14, and B27. Minimize woody encroachment. Maintain open fields for rotary aircraft to conduct missions for landing and pick of personnel and equipment adjacent to collective ranges or within designated training areas. Sites support 1 to 8 aircraft at one time. Main LRAM objective is to remove woody debris, trees or shrubs, and provide a semi level yet vegetated LZ/PZ. Total of 40.5 acres.
- Conduct seeding and vegetation improvement/enhancements to promote or reestablish herbaceous vegetation. Strategies will include drill seeding, broadcast seeding, hydroseeding, interseeding, fertilizing, liming, additions of soil additives, hayblankets, cover crops and similar methods to ensure repairs to maneuver damaged sites, disturbed sites, LRAM project areas, and to generally limit potential soil erosion issues throughout the operational area. Native grass and forb species will be planted to sustain natural plant community integrity where feasible and cost effective. Anticipate 30 acres annually, beyond other tasks previously listed.

- LRAM will conduct additional tasks similar to those above to repair, reconfigure, or maintain the 55,000-acre operational area to meet new or changing land management/training mission requirements.
- Work collaboratively with and support the RTLA, GIS, SRA, and TRI components of the ITAM program and receive support/assistance from the component staff.

To accomplish the projects listed, NFEs will:

- Coordinate with Fort McCoy entities (DPTMS, Department of Public Works (DPW), and etcetera) as needed to execute LRAM project objectives.
- Assist with the execution of land rehabilitation, maintenance, and reconfiguration of natural resources impacted by training or to improve for training.
- Coordinate the care, use and repair of all NFE owned equipment.
- Conduct operation, maintenance, and use of LRAM heavy equipment, light equipment, power tools, and durable goods to execute LRAM tasks.
- Provide technical support to the LRAM Coordinator in planning and executing project designs.
- Work collaboratively with other LRAM, ITAM, DPTMS, and other Fort McCoy staff.
- Provide technical expertise necessary to execute land restoration projects outlined within this SOW including, soil stabilization, seeding, chipping, and other associated conservation measures to improve training and natural resource/land conditions.
- Maintain supply records, receipts, and other documentation for all Fort McCoy LRAM equipment and supplies.
- Track labor hours, fuel usages, vehicle hours, and materials used on projects as they are conducted and provide in writing to the LRAM Coordinator.
- Support the documentation and maintenance of records on all projects including photographs, locations documented by GPS and stored in GIS, and report results.

### **3.2. OPTIONAL TASK – Land Rehabilitation and Maintenance (LRAM) Support for Travel Routes and Linear Fire Protection Features**

LRAM is a sustainable preventive and corrective land rehabilitation and maintenance program that reduces the long-term impacts of training and testing on installation lands. Its primary function is to maintain land to ensure its capability to support the mission. It mitigates mission and training and testing effects by combining preventive and corrective land rehabilitation, repair, and/or maintenance practices to reduce the impacts of training and testing on an installation. It includes training area redesign and/or reconfiguration to meet training requirements.

#### **3.2.1. Fort McCoy LRAM Support for Travel Routes and Linear Fire Protection Features**

- Provide support to the Fort McCoy LRAM Coordinator and to the ITAM

program components.

- Conduct operations, maintenance, and use of LRAM heavy equipment, to execute reduction of woody encroachment on edges of travel routes as well as linear fire protection features. Project will ensure the safe ingress/egress along travel routes within operational areas, and access to firefighting areas.
- Anticipated projects to be completed during this period of performance:
  - Conduct shredding, mechanical cutting, brush hogging, grubbing, and/or stump grinding/removal set back woody species encroachment on travel route edges and travel route intersections. Utilize heavy duty forestry mulchers and brush hogs to shred non-merchantable trees and shrubs approximately 20 feet from sides of travel route edges and within linear fire protection features. Work will entail the mechanical removal of unwanted woody species, encroaching woody species, dead/dying trees, overhanging tree limbs, and stumps as needed to meet the objective of a given site to allow for safe ingress/egress through operational areas. Up to approximately 30 linear miles anticipated for this task.

**4. QUALIFICATIONS**

Project Manager / Principal Investigator – The Cooperator should provide a Project Manager or Principal Investigator with at least 3 years of experience at an installation as an ITAM, RTLA, or LRAM Coordinator. The Cooperator will provide a Project Manager with Bachelor of Arts or Sciences degree (Master of Art or Science preferred) from an accredited college or university in a relevant field (e.g. environmental science, biology, forestry, etc.). A resume for the Project Manager will be submitted with the proposal package.

**4.1 Travel**

The Cooperator(s) conducting the duties of this statement of objectives, unless otherwise noted, are expected to work on-site at Fort McCoy, Wisconsin, and reside in the vicinity of the installation throughout the duration of the performance period. It is anticipated that the Cooperator(s) may be required to travel off site on a limited basis to attend meetings, training, workshops, and coordinate with various elements of the Army. All travel will be accomplished through standard operating procedures of the Cooperator and in coordination with the Installation Point of Contact (IPOC).

Travel/Training is likely to include:

**GIS Support**

Position	Event	Estimated # Days
GIS Technician	SRP Training	5
GIS Technician	ESRI Wisconsin User’s Workshop	3

## LRAM Support

Position	Event	Estimated # Days
LRAM Operator (1st)	Equipment Training/Certification	3
LRAM Operator (1st)	Erosion Control Workshop Local	2
LRAM Operator (2nd)	Equipment Training/Certification	3
LRAM Operator (2nd)	Erosion Control Workshop Local	2

## 5. GOVERNMENT FURNISHED PROPERTY AND ASSISTANCE

### 5.1. Government Furnished Information & Equipment

Fort McCoy will furnish the necessary information describing the content and format for the various plans, maps, reports, and briefings specified in the statement of objectives. The Government will furnish copies of, or access to, all data files, maps, aerial photograph, satellite imagery studies and reports of relevant Army documents. Fort McCoy will provide office space, common use personal protection equipment, NFE identification cards, office equipment, telephone and inter and intranet access. Fort McCoy will supply field equipment, field supplies/materials, fuel for government owned equipment, GPS receivers, computers and software in support of LRAM tasks, technical data collection and analysis for the SRP program and its components. Provide maintenance and repair of government equipment that is required to carry out the purpose of this SOO. Provide cost for mailing for all official business transactions associated with the program. On-site vehicle support, field, local, and long-distance project travel, will be supplied as deemed necessary by the IPOC. Attendance at Installation training is authorized on a space available basis. NFE(s) will be required to have a Common Access Card (CAC) by the government. Fort McCoy will process NFEs via the Contract Verification System (CVS).

### 5.2. Vehicles

- For Tasks 3.1.1 and 3.1.2: Cooperator to provide vehicle(s) sufficient enough to meet field work requirements/associated tasks. Vehicle(s) need to be four-wheel drive pick up or SUV capable of transporting up to three personnel with field gear and driving in off road conditions. Cost for fuel and maintenance included. Anticipate two vehicles for period of performance.
- For Task 3.1.3: The Cooperator will be required to provide efficient and applicable transportation of NFEs, equipment, and supplies to task locations on a daily basis. Locations are on and off road and often in remote areas generally requiring off road capable vehicles with towing/carrying capacity for large volumes of supplies and heavy equipment and the capability to refuel heavy equipment in the field. Anticipate two - four-wheel drive capable, pickup trucks with towing package and electric brakes. Vehicle must be capable of carrying 100 Gallons fuel pod, power and hand tools, seed, and fertilizer or erosion control materials. Requires a towing capacity of roughly 15,000-16,000 lbs.

Vehicle should have truck bed lockable tool/storage compartments critical for LRAM work and transportation and storage of tools/supplies used in the field on a daily basis. Cost for fuel and maintenance included. Each required for the length of the PoP.

### **5.3. Miscellaneous Purchases and Training**

The Cooperator will provide personal protective equipment (PPE) items that cannot be shared between personnel. Additional training may be necessary to ensure the safety of employees and equipment. The Cooperator may purchase personal protective equipment, office supplies, office furnishings, field supplies, bulk materials (such as aggregate, seed, fertilizer, lime, erosion control materials), light equipment such as hand/power tools, rentals or leases of equipment, and software/hardware or similar products to support execution of projects as needed to expedite project completion or when GFE/supplies is not available to meet the requirements in the most efficient manner.

### **5.4. Workplace Hazards**

Cooperators working on site may be required to work under conditions that expose them to potential hazards, many of them unique to military installations. Cooperators may be required to:

- Travel in government vehicles, including trucks and heavy equipment.
- Travel in military wheeled and tracked vehicles.
- Travel in military, private, and commercial aircraft (fixed wing, rotary wing).
- Travel in vehicles on unpaved roads and off-road.
- Travel on public transportation.
- Operate all-terrain vehicles (ATV).
- Work in rough and remote terrain in extreme weather, such as severe cold, high heat and humidity, and/or wind.
- Work in proximity of unexploded ordnance. Due to Fort McCoy's history of use, there is always the potential to inadvertently discover UXO. All staff will receive a UXO safety briefing to recognize possible UXO, retreat from the site, and report the site to the Range Operations. Briefing will be provided prior to working in the field. There may be a requirement to enter the North Impact Area to collect GPS data, however entry will only be allowed with escort by Range Safety and/or Explosive Ordnance Disposal Specialists.
- Work in proximity of military training exercises. Work areas will be scheduled/coordinated with Range Scheduling to minimize work being conducted in the vicinity of active military training. NFEs will be briefed on safety and possible interaction in the field with units, but scheduling of sites helps to minimize conflicts between work and training.
- Work in areas with stinging and biting insects, ticks, spiders, venomous snakes, poisonous plants, and/or plants with pines and thorns.
- Use hand tools such as axes, rakes, shovels, brush cutters, machetes, saws, etc.



The NFE shall provide a Health and Safety Plan for its employees to include proof of training/licensing to operate required vehicles or equipment.

## **6. OPTIONS**

There is one optional task that has a Period of Performance of 12 months from date of option award. There are 6 option years available for the optional task, subject to availability of funds.

## **7. PERIOD OF PERFORMANCE**

Period of performance for all tasks is for twelve months beginning upon award, with 6 additional 12-month follow-on periods, based on availability of funding.

## **8. COORDINATION**

USACE Project Manager/ Grants Officer Technical Representative:  
Brian Hesford  
U.S. Army Corps of Engineers, Fort Worth District  
402-200-8268  
[brian.d.hesford@usace.army.mil](mailto:brian.d.hesford@usace.army.mil)

Installation Point of Contact (IPOC):  
Fort McCoy:  
Mr. Joshua G. Swanson  
Fort McCoy ITAM Coordinator  
ATTN: AMIM-MCO (SWANSON)  
DPTMS  
2880 W. Fourteenth Avenue, Rm W108  
Fort McCoy, WI 54656  
Phone: 608-388-6257  
Email: [joshua.g.swanson2.civ@army.mil](mailto:joshua.g.swanson2.civ@army.mil)

## **9. DELIVERABLES**

The Cooperator shall submit quarterly progress reports no later than the 10<sup>th</sup> of each third month to the designated Installation Point of Contact (IPOC) and the USACE Project Manager. Quarterly Progress Reports must summarize activities outlined in each task section above and consist of the following:

- Number of days, locations, and activities in travel status
- List of plans, reports, and briefings prepared or reviewed
- List of meetings attended including purpose/objective and attendees
- List of major action item support and tasks accomplished
- Status of project progress, problems identified, solutions implemented, and schedule adjustments if appropriate
- Any critical communications not reported in other sections

- 9.1 Annual Inventory – Federally owned property - an annual inventory listing Federal property (to include description of the property, a serial number or other identification number) that is in the custody of the recipient; Copies to be sent to USACE Project Manager and Fort McCoy ITAM Coordinator.
- 9.2 Annual Inventory – Acquired Property purchased with funding from award - property records must be maintained that includes description of the property, serial number or other identification number, source of funding, who holds title, acquisition date, cost of property, percentage of Federal participation in project costs, location, use and condition of property, and ultimate disposition including date of disposal and sale price. A physical inventory must be taken, and results reconciled every two years. Copies of the inventory to be sent annually to USACE Project Manager and Fort McCoy ITAM Coordinator.

**10. POST AWARD & INVOICE PROCESS**

10.1 Payment Requests and Progress Reports (Invoice Package) - Submit Payment Request and additional required documents to: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil)  
 Carbon Copy the assigned USACE Project Manager as well as your organization’s point of contacts (POCs) for the additional required documents and for delinquent accounts.

10.1.1. Frequency: Quarterly plus 30-day grace period (except for the final invoice package noted below). If the coverage dates are not quarterly or preapproved by the PM (or the first/last submittal), the invoice package will be rejected.

Quarters	Invoice pkgs due No Later Than (NLT):
Q1: Oct-Dec	Q1: 31 Jan
Q2: Jan-Mar	Q2: 30 Apr
Q3: Apr-Jun	Q3: 30 Jul
Q4: Jul-Sep	Q4: 31 Oct

10.1.2. Payment Requests must be submitted on form SF270 Request for Advance or Reimbursement with the accompanying Standard Form-Performance Progress Report (SF-PPR), otherwise the SF270 will be rejected.

10.1.3. SF270 Request for Advance or Reimbursement

10.1.3.1 Block 9, Recipient Organization. For successful set up of Electronic Transfer of Funds (EFT), the Recipient’s name and address shall reflect the exact name and physical address that appears in the System for Award Management (SAM), <https://sam.gov/>

10.1.3.2. Blocks 11, (a), (b), & (c) are for the description of funds. Preferred description is: CLIN/POP Type, POP start and end dates, amount awarded (see example below); at minimum include the CLIN. If the description or the minimum CLIN information is missing, the SF270 and SF-PPR will be rejected.

Example:

CLIN 0001 / Base  
22SEP23 – 21SEP24  
\$100,000.00

Funding must be separated as specified on the Award document. Sub-CLINs that specify “*for funding only*” (e.g., numbered 000101, 000102, etc.) may be rolled into the primary CLIN (e.g., 0001) unless otherwise instructed. All others required PM approval.

The SF270 may have multiple pages. An SF270 in Excel format may be requested at: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil) however, must be submitted in pdf format otherwise will be rejected.

10.1.4. SF-PPR Standard Form-Performance Progress Report: The Recipient shall tailor the SF-PPR to include, at minimum, the following information:

- Separate details by CLIN as applicable
- Achievements (must detail work during quarter associated with the invoice)
- Percent Completion
- Project Status
- Problems encountered and impact of activities and personnel on schedule.
- Anticipated work in next reporting period.

If the SF-PPR is incomplete, the SF-PPR and SF270 will be rejected.

A tailored SF-PPR form may be requested at: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil)

10.2. The Final invoice package is due no later than 90 days from final (funded/exercised) POP end date and must include the following documents: If any of the required information below is missing, the final invoice package will be rejected.

Final SF270  
SF-PPR  
Final SF425  
DD882  
SF428 plus attachment B (C&S if applicable)  
SF298  
Final Report

Forms may be requested from the district office at [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil) or found at: <https://www.grants.gov/forms>

11. This cooperative agreement may be administered through a CESU only upon mutual agreement and official authorization by both parties of the acceptance of the application of the CESU Network IDC rate (17.5%).

Any resulting cooperative agreement will be subject to, and recipient/cooperator shall comply with 2 CFR 200.313 "Equipment", 200.314 "Supplies", and 200.315 "Intangible Property" which includes use of research data.

**END OF STATEMENT OF OBJECTIVES**