



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

February 14, 2024

**REQUEST FOR STATEMENT OF INTEREST
W9126G-24-2-SOI-0640**

Applicants must be a member in one of the following Cooperative Ecosystem Studies Units

Regions:

Great Basin/Great Plains/Gulf Coast CESU Regions

**Project Title: Seasonal Natural and Cultural Resource Management Program
Support on Air Force Installations**

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 **\$1,347,252.18** is expected to be available to support this project for the **base period**. Additional funding may be available to the successful recipient for follow on work in subsequent years.

NOTE: This project will be awarded under the authority of 10 USC 670c-1, **Sikes Act**.

Period of Performance. The base period of agreement will extend 12 months from date of award. There may be up to six 12-month follow-on periods based on 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, 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 2:00 P.M., Central Time, on **Wednesday, March 15, 2024**.

2. Submit your Statement of Interest via e-mail attachments or direct questions to:

NICHOLAS.A.APREA

Grants Specialist

USACE, Fort Worth District

Email: nicholas.a.aprea@usace.army.mil

Office: (817) 886-1925

Greg Bonnell

Project Manager

USACE, Fort Worth District

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Office: (918) 951-0591

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: RSOL's are required to be posted on 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
Contracting Officer

Attachment: Statement of Objectives

**STATEMENT OF OBJECTIVES (SOO)
SEASONAL NATURAL AND CULTURAL RESOURCES MANAGEMENT PROGRAM SUPPORT
ON AIR FORCE INSTALLATIONS**

COOPERATIVE AGREEMENT NO: TBD

5 February 2024

1.0 GENERAL

This cooperative agreement seeks to provide natural resources management support to the United States Air Force (AF) for the implementation of installation Integrated Natural Resources Management Plans (INRMPs) prepared in support of the Sikes Act (Title 16 United States Code, Section 670). The support shall consist of temporary and seasonal labor support to AF as required for the implementation of INRMP directed natural resource management activities. The Cooperator will provide temporary natural resources management support to AF installations as identified in this SOO and as directed by the AF Civil Engineer Center, Environmental Directorate, Technical Division (AFCEC/CZTQ). The Government shall not exercise any supervision or control over the Cooperator or Cooperator employees. Cooperator employees shall be accountable solely to the Cooperator.

Description of Need. This SOO provides for temporary and seasonal Cooperator support services to maintain and enhance AF capabilities to implement installation INRMP and Integrated Cultural Resources Management Plan (ICRMP) project activities. This SOO provides for on-site support at the designated AF installations herein.

Policy and Guidance. The Sikes Act (16 U.S.C. 670 *et seq.*) provides the direction for the management of natural resources on military installations. AF policy and guidance for fish and wildlife management and for outdoor recreation access can be found in AF Manual (AFMAN) 32-7003 – *Environmental Conservation*. For each military installation, the installation Integrated Natural Resources and Cultural Resources Management Plans identifies the natural and cultural resources goals and objectives, as well as the allowable outdoor recreation uses and allowable participants for consumptive and non-consumptive use of those resources. The Sikes Act also authorizes military installations to issue permits and collect fees to support outdoor recreation management.

Article I B of the master agreement states the objectives of the 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.

2.0 AUTHORITY

In accordance with the Sikes Act (Sec. 103A [16 USC 670c-1]) “the Secretary of a military department may enter into cooperative agreements with States, local governments, Indian Tribes, non-governmental organizations, and individuals...” This project is in support of the INRMP, as directed in the Sikes Act.

In agreement with the above stated goals, the recipient/cooperator agrees to provide the necessary personnel, equipment, and materials required to implement, in part, the Air Force responsibilities pursuant to the Endangered Species Act (16 USC 1531 *et seq.*), the Sikes Act Improvement Act, the Migratory Bird Treaty Act (16 USC 1361 *et seq.*), the National Environmental Policy Act (42 U.S.C. 4321 *et seq.*), and all applicable implementing regulations.

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 are made available to a wide audience (including nonfederal entities)
- 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

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 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 Article II (A) CESU Master Agreements to include, but are not limited to, the following:

- INSTALLATION is involved in development of study methodology, data gathering, analysis, and/or report writing
- INSTALLATION actively participates and collaborates in carrying out the project plan of work, reviews and approves activities, helps train or select project staff or trainees
- INSTALLATION incurs in-kind or direct expenditures in carrying out the activities specified in the project agreement.

3.0 DESCRIPTION OF OBJECTIVES

The Cooperator shall provide semi-skilled and non-professional seasonal labor to assist AF installations with the implementation of projects related to the stewardship of natural resources as indicated in the installation INRMP. Conservation program tasks assigned at each installation are temporary and seasonal in nature. Work assigned to Cooperator employees will require only entry level knowledge in natural and cultural resources management. The Cooperator will provide supervision and oversight to Cooperator employees. Cooperator employees shall work closely with AF conservation program professionals for daily coordination and consultation for work activities at AF installations. The Cooperator and the AF personnel will mutually ensure the benefit to their respective programs and personnel in terms of learning/professional experience of the individual performers.

Workforce development opportunities may include the following subject areas:

- Fish and Wildlife Management: fish and wildlife surveys, population monitoring, habitat mapping, invasive species control and management
- Threatened and Endangered Species Management: species inventories, population monitoring, habitat mapping, and assistance for implementing conservation requirements
- Outdoor Recreation Management: administration of hunting, fishing, and other authorized outdoor recreation activities
- Conservation Program Planning Support
- Forest Management: survey and update data
- Wildland Fire Training and operational experience working prescribed fires (including equipment, PPE, insurance, approx. 250 hours of overtime for after workday-hour fire operations)

- Wetlands Protection and Management: inventory and restoration
- Protection of Coastal and Marine Resources: habitat mapping, inventory, and analysis; and implementing shoreline habitat restoration projects
- Livestock Grazing and Agriculture Outleasing: includes monitoring the effects of grazing on native ecosystems and sensitive species
- Outdoor Recreation: monitoring recreation activities, maintenance of interpretive nature trails and recreation sites
- Land Management: introducing native plants in landscapes, invasive species control, urban forest management, and soil erosion control
- Assisting with Burrowing owl surveys, mist netting and banding neotropical birds, avian point counts, reptile surveys, small mammal surveys, vegetation surveys, and camera trap surveys. Assist the Natural Resource Manager in other work in plant propagation in a greenhouse, maintenance, and care of the Base pollinator garden, and helping oversee a citizen science bird project
- The intern will be able to shadow the Natural Resource Manager, U.S. Fish and Wildlife Service Biologists, a biologist and a Graduate Student from a local University, and seasonal technicians. The goal would be to provide a breadth and exposure to the day-to-day natural resource management on a military installation and could also include NEPA, GIS, and data analysis
- Office Management: data processing, filing, and records management

The Cooperator shall provide semi-skilled and non-professional seasonal labor to assist AF installations with the implementation of projects related to the stewardship of cultural resources as indicated in the installation ICRMP. Conservation program tasks assigned at each installation are temporary and seasonal in nature. Work assigned to Cooperator employees will require only entry level knowledge in cultural resources management. The Cooperator will provide supervision and oversight to Cooperator employees. Cooperator employees shall work closely with AF conservation program professionals for daily coordination and consultation for work activities at AF installations. Familiarity with ArcGIS and ESRI products preferred. Familiarity with Sections 106 and 110 of the National Historic Preservations Act and National Register of Historic Places, individuals with primary interest in archaeology and Tribal relations but all aspects of cultural resources management are relevant and preferred. One intern experienced intern with background in history/military history and interest in WWII and Cold War preferred for Alaska positions.

Workforce development opportunities may include the following subject areas:

- Archaeological site monitoring and identification: assist with recording/processing data on standardized forms, photo documentation, and collection of artifacts; administrative records reports for historic sites
- Archaeological site stabilization: assist with preparing material for transport to archaeological site to be stabilized, installing stabilization materials, and documentation of stabilization efforts
- Tribal Relations Program: research and update data
- Public interpretation: work with installation to interpret sites for a public audience
- Development of Section 106 (National Historic Preservation Act) agreement documents, ethnobotanical study, exhibit development & public outreach
- Drafting correspondence with State Historic Preservation Officer and other consulting parties
- Conducting field work, processing data, and preparing reports in support of undertakings under the National Historic Preservation Act
- Working with other installation and installation partners on cultural resources projects
- Building assessments, site delineations, subsurface testing, and preparing interpretive materials
- Evaluation of buildings and districts for historic significance to update evaluations forms and real property records
- Cemetery Management: determine if historically mapped cemeteries are still on AF lands or if they were removed when the government acquired the land; historical research on cemeteries and their occupants; some interviews may be needed

The AF requires on-site support at designated AF installations. The Cooperator shall provide temporary employees to assist the designated installation natural resources manager with biological field work tasks needed to implement the installation ICRMP & INRMP. The Cooperator is encouraged, but not required, to provide temporary employee opportunity for current and recently graduated college students, when feasible, to gain entry-level experience in natural and/or cultural resources management field work.

Place of Performance. Work shall be performed at 25-40 installations. Cooperator employees assigned to installations will be provided office space and access to a telephone. Cooperators will not be assigned AF desktop or laptop computers and will not require access to the AF internal information systems network. Communication with the Government will primarily be through telephone, e-mail, and internet conferencing.

Cooperator travel to AF installations is anticipated for the supervision of Cooperator employees. For cost estimation purposes, the assumed travel would be three trips to each installation for one person for three nights for the purpose of supervision of Cooperator employees.

4.0 QUALIFICATIONS

The Cooperator shall provide semi-skilled and non-professional seasonal support to assist AF installations with the implementation of projects related to the stewardship of natural resources and cultural resources as indicated in the installation INRMP and ICRMP. Conservation program tasks assigned at each installation are temporary and seasonal in nature. Work assigned to Cooperator employees will require only entry level knowledge in natural and cultural resources management.

5.0 GOVERNMENT FURNISHED MATERIALS OR PROPERTY

The AF will facilitate access to the installation for qualified Cooperator personnel. The Government will provide all policy, information, and guidance to the Cooperator necessary to fulfill the requirements of this SOO. The Government will provide all equipment necessary for Cooperator employees to conduct field surveys and analysis of natural resources data. The Government will provide two-way radio communication capability. The Government will not provide laptop computers or cellular phones to Cooperator employees. Cooperator employees will not require access to AF computers or access to the AF information systems network. All materials, records, documents, and files created or used during fulfillment of this support work are the property of the US Government. Cooperator personnel shall not duplicate or transfer materials for personal use. All electronic and hardcopy files and materials shall not be removed from the installation in any form, nor possessed by Cooperator personnel.

6.0 FOLLOW-ON WORK

Follow-on work: The Government intends to consider follow-on work under this agreement based on results of the work performed in the initial/previous period of performance. A maximum of six 12-month follow-on periods with an estimated maximum cost of \$10,000,000 to \$15,000,000 will be considered. Award will be based upon satisfactory performance, Government needs and funds availability.

The recipient or the Government may prepare a follow-on SOO. If the Government prepares it, a request for proposal with the amount of funding available will be sent to the recipient. If the recipient prepares the SOO, the Government must review and approve it along with the proposal.

7.0 PERIOD OF PERFORMANCE

Base Period will be for a 12-month period from the start date of 30 March 2024

Follow-on Period 1 will be for a 12-month period from the start date of 30 March 2025 and shall be exercised prior to the Base Period end date of 29 March 2025.

Follow-on Period 2 will be for a 12-month period from the start date of 30 March 2026 and shall be exercised prior to the Follow-on Period 1 end date of 29 March 2026.

Follow-on Period 3 will be for a 12-month period from the start date of 30 March 2027 and shall be exercised prior to the Follow-on Period 2 end date of 29 March 2027.

Follow-on Period 4 will be for a 12-month period from the start date of 30 March 2028 and shall be exercised prior to the Follow-on Period 3 end date of 29 March 2028.

Follow-on Period 5 will be for a 12-month period from the start date of 30 March 2029 and shall be exercised prior to the Follow-on Period 4 end date of 29 March 2029.

Follow-on Period 6 will be for a 12-month period from the start date of 30 March 2030 and shall be exercised prior to the Follow-on Period 5 end date of 29 March 2030.

8.0 QUALITY CONTROL

The Cooperator shall develop and maintain an effective quality control program to ensure services are performed in accordance with this SOO. The Cooperator shall develop and implement procedures to identify and prevent defective services.

9.0 COORDINATION

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10.0 REPORTS, DELIVERABLES, AND SCHEDULE

Deliverables shall be submitted in electronic format to the identified USACE and USAF points of contact.

Monthly Progress Report. The Cooperative shall submit monthly electronic progress reports to the USACE and USAF POC summarizing activities as follows:

- Number of days, locations, and activities of Cooperator employees in the program
- Action item support and taskers supported
- Plans, reports, and briefings prepared
- Meetings attended including purpose/objective, attendees, and items identified for follow-on action
- Schedule changes for Cooperator employees

Note: the Monthly Progress Report will be a separate requirement from the required Quarterly SF-PPR in section 11.0 below.

Other Deliverables. Other deliverables shall include:

- Monthly teleconference progress briefings
- A Final Summary Report of Cooperator Accomplishments describing the methodology, data gathered, and work/studies undertaken under this SOO.
- Report from temporary Cooperator assigned employee/student at end of appointment describing the project and their experience (essay format).

11.0 POST AWARD REQUIREMENTS AND DOCUMENTATION

Invoicing and Progress Reports - Submit Payment Request and additional required documents to: swf-cesu-invoice@usace.army.mil. Carbon Copy the assigned USACE Project Manager as well as your organization's POCs for the additional required documents as well as the delinquent accounts POC.

Frequency: Quarterly plus 30-day grace period. If the coverage dates are not quarterly or preapproved by the PM (or the first/last submittal), the payment request 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

Payment Requests must be submitted on form SF270 with the accompanying SF-PPR progress report. SF270s will be **rejected** if the SF-PPR progress report has not been received.

Please ensure to include the following on the SF-PPR progress report:

- Separate details by CLIN
- Achievements
- 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, it will be **rejected** causing the SF270 to also be **rejected**. SF-PPR Forms with above fields may be requested at: swf-cesu-invoice@usace.army.mil

The SF270 may have multiple pages. May request Excel version @ swf-cesu-invoice@usace.army.mil
Must be submitted in PDF or it will be rejected.

SF270 Block 11 (a), (b), (c) are for the description of funds. Preferred description is: CLIN/POP Type, POP start and end dates, amount awarded. At minimum include the CLIN. Example:

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

Funding must be separated as specified on the Award document. For Sub-CLINs that specify "for funding only", may be rolled into the primary CLIN unless otherwise instructed. All others require PM approval. If the description is missing; payment request will be **rejected**.

The **FINAL** invoice package must include the following documents. The entire Final invoice package is due no later than 90 days from the period of performance (POP) end date:

- Final SF270
- SF-PPR
- Final SF425
- DD882

- SF428 plus attachment B (C&S if applicable)
- SF298
- Final Report

Missing any of the above required documents, the Payment Request will be **rejected**.

Forms may be requested from the district office or found at: www.grants.gov

12.0 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%).

13.0 Any resulting cooperative agreement will be subject to 2 CFR 200.313 "Equipment", 200.314 "Supplies", and 200.315 "Intangible Property" which includes use of research data.