

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

**REQUEST FOR STATEMENT OF INTEREST
W9126G-24-2-SOI-2233**

3 May 2024

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 (ITAM) Support to TRADOC Proponent Office (TPO) Ranges

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 **\$671,612.38** 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 10 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 period of agreement will extend 12 months from date of award. There may be up to four 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 5 June 2024, 12PM Central Time.
- 2. Submit your Statement of Interest via e-mail attachments or direct questions to: Sandy Justman
Grants Specialist
USACE, Fort Worth District
Email: sandra.justman@usace.army.mil

Office: 817-886-1073
Kali Evans
Project Manager
USACE, Fort Worth District
Email: kali.evans@usace.army.mil
Office: 402-768-1048

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 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
PAIGE E. POORMAN
Grants Officer

Attachment: Statement of Objectives

STATEMENT OF OBJECTIVES (SOO)
Integrated Training Area Management (ITAM) Support to
TRADOC Proponent Office (TPO) Ranges

Cooperative Ecosystems Studies Unit (CESU) Cooperative Agreement

1. PURPOSE

The U.S. Army Training and Doctrine Command (TRADOC) Proponent Office Ranges (TPO Ranges) serves as the Lead Agent and functional proponent for the Sustainable Range Program (SRP) core programs as detailed in Army Regulation (AR) 350-19. The Lead Agent role includes functions on climate change and Army Compatible Use Buffer (ACUB) programs and the SRP core programs include the functions of the Integrated Training Area Management (ITAM) Program, Range Operations, and Range Modernization.

As the Lead Agent, TPO Ranges provides:

1. Analysis
2. Technical support
3. Training, and resource development to support HQDA Office of the Deputy Chief of Staff, G-3/5/7, Training Support Systems Division (DAMO-TRS), Army Command (ACOM), and installation SRP offices for ITAM program execution.

The ITAM program provides training land management to support live maneuver training, and range and training land management decision support to ensure their sustainable use.

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, TRADOC 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.) In general, cooperative agreements must carry out a public purpose of support or stimulation, however under the authority of the Sikes Act (16 USC 670c-1 (c) (2)), notwithstanding chapter 63 of Title 31 (31 U.S.C. § 6301 et seq), a cooperative agreement under this section may be used to acquire property or services for the direct benefit or use 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 objective of this project is to provide the SRP with ITAM planning and budgeting analysis, Land Rehabilitation and Maintenance (LRAM) and Range and Training Land Assessment (RTLTA) execution support to TPO Ranges through technical support, training, and resource development tasks, and to provide Sustainable Range Awareness (SRA) Product Support. In addition, provide support to DA G3/5/7 on climate change and ACUB programs.

The SOO is limited to support for the U.S. Army TPO Ranges in support of ITAM related Lead Agent duties for Office of the Deputy Chief of Staff, G-3/5/7 Training Support Systems Division (DAMO-TRS) per AR 350-19 and AR 350-52.

3.1. TASK 1 – ITAM WORKPLAN/RCMPT: SUSTAINMENT, TRAINING, AND TECHNICAL SUPPORT

The Non-Federal Entity (NFE) shall support the sustainment of RCMPT ITAM Workplan and attend RCMPT work group meetings. The Non-Federal Entity (NFE) shall provide/update supporting documentation, supporting information, and resources to enable workplan development (including equipment and bulk materials resources and examples) to the TPO Ranges COR. The Non-Federal Entity (NFE) shall recommend improved processes for planning, execution, and reporting, and RCMPT functional enhancements to meet those processes to the TPO Ranges COR.

The NFE shall participate in testing and evaluation of RCMPT releases, and the development of training and support materials as needed.

The NFE shall update training materials and conduct training for RCMPT functions for installations and Commands. For new RCMPT software releases, this will include sequencing those with the ITAM business milestones and SRP Management Review (SRP MR) schedule (identified on the SRPWeb Portal, ITAM page).

The NFE shall conduct this training virtually, at training sessions conducted at ATSC/FT EUSTIS, at Command RCMP workshops and training events, and installation site visits with new ITAM personnel.

The NFE shall update the ITAM workplan spreadsheet template for installation ITAM workplan budget year submissions and maintain records of the submitted spreadsheets at ATSC for review and data analysis.

3.2. TASK 2 – ITAM WORKPLAN INSTALLATION TECHNICAL SUPPORT AND REVIEW.

The NFE shall provide technical support and guidance for the development, updating, submittal, and reporting of installation ITAM Workplans, for all ITAM project types (~84 sites/~2,000 projects/year).

The NFE shall develop supporting guidance information with project examples and technical resources for all project development, as well as training materials for to be incorporated into RCMP training.

The NFE shall participate in RCMP training to present ITAM, RTLA and LRAM materials. This training shall consist of up to ten (10) training events conducted by virtual training and on-site (FT EUSTIS).

The NFE shall conduct ITAM, LRAM and RTLA technical training at semi-annual workshops to include development and instruction of LRAM and RTLA technical training sessions. ITAM Workshop attendance and training shall require six (6) days of travel by the NFE.

The NFE shall provide phone and email technical support to installation and Command staff in developing and updating ITAM, LRAM and RTLA workplan projects.

The NFE shall recommend improvements to RCMP and workplan processes and functions to the TPO Ranges COR.

The NFE shall provide training to installations in ensuring ITAM land management objectives and subsequent land management tasks entered into the ITAM Workplan are incorporated into installation INRMPs per the tenants of the Sikes Act and Army Guidance for Implementation of the Sikes Act Improvement Act.

The NFE shall participate in annual review of all workplan projects and provide recommendations to Commands where projects do not meet Army guidance and standards. This review shall consist of approximately 2,000 workplan projects annually.

3.3. TASK 3 – ITAM WORKPLAN DATA ANALYSIS.

The NFE shall perform analysis of data from installation ITAM Workplans in the RCMPT in support of monthly execution status reports to include reviewing and providing recommendations on validation of ~2000 ITAM projects submitted by installation ITAM personnel annually, installation annual workplan budget requests, installation execution reports, Command reviews and prioritization, and HQDA reviews and prioritization. The NFE shall provide support in meeting the requirements of this task that aligns with currently published business milestones and SRP MR schedules as identified on the SRPWeb Portal or as specified by the TPO Ranges COR.

The NFE shall extract and analyze installation ITAM Workplan data to provide for training land management cost analysis supporting the development/update of the Management Decision Package (MDEP) TATM annual POM. The NFE shall analyze execution data relative to installation utilization data to support training land sustainability in relation to training loads and missions.

The NFE shall analyze installation execution data to evaluate program effectiveness and opportunities to improve efficiencies for HQDA G3/5/7, and to support recommendations on improvements to program management, guidance, and procedures.

3.4. TASK 4 – ITAM REQUIREMENTS ANALYSIS

The NFE shall collect and analyze data and information (includes Unit stationing data, OPTEMPO information, TDA/vehicles, and habitual training data from ARNG and AC) to support Army training land requirements development. The NFE shall support HQDA G3/5/7 analysis of Army training cycles and force structures to model training land impacts, land management resourcing, and manpower to address these impacts. The NFE shall provide support to assist with revisions and data updates to the current model and the Army Range Requirements Model (ARRM) to conduct said analysis.

The NFE shall utilize Army stationing, force structure, ATTACC, ARRM, and other information to conduct data analysis and develop recommendations for the MDEP TATM POM, and ITAM program annual land management al locations for Commands.

The NFE shall develop and recommend changes to databases, analysis, and reference documents and guidance used to establish Army doctrinal training requirements for operational and institutional training tasks. The NFE shall analyze training requirements and resources to identify areas that may require HQDA G3/5/7 management decisions.

3.5 TASK 5 – LRAM AND RTLA TECHNICAL SPECIFICATIONS AND GUIDANCE

The NFE shall:

1. Develop project technical specifications and procedures to meet Army policy and guidance
2. Develop project technical specifications and procedures to meet federal, state, and local permitting requirements
3. Develop processes and procedures to meet installation National Environmental Policy Act (NEPA) requirements, updates for implementation of the Sikes Act, and Garrison Department of Public Works (DPW) approvals
4. Develop project planning and scoping to identify resources, labor, materials, and designs that are cost effective
5. Identify other resources available to installations for project design, approvals, permitting, and execution

The NFE shall prepare the above recommendations for inclusion in ITAM Program Guidance, LRAM and RTLA sections of the ITAM page on the SRPWeb Portal, and other documentation as directed by the TPO Ranges COR.

3.6 TASK 6 – LRAM AND RTLA TECHNICAL SUPPORT

The NFE shall provide direct technical support for installation RTLA and LRAM project development, design, planning, permitting, approvals, and integration with installation plans.

The NFE shall recommend project designs and procedures that are cost effective to implement and sustain that meet local, state, and federal environmental requirements.

The NFE shall provide technical support through telephone and email communications, and as approved by the TPO Ranges COR, through an anticipated eight (8) installation site visits of six (6) days each during the PoP.

The NFE shall review draft installation RTLA and LRAM project designs and provide written recommendations to each supported installation.

The NFE shall coordinate and report all technical support tasks with the TPO Ranges COR, to include the Command associated with the supported installations.

The NFE shall coordinate, chair, and attend all LRAM/RTLA User Working Group (UWG) meetings per the LRAM/RTLA UWG charter or as directed by the TPO Ranges COR. Most LRAM/RTLA UWG meetings will be conducted via DCS or similar remote capabilities; however, the meetings may take place at a TDY location at the direction of the TPO Ranges COR (e.g. during the annual ITAM Workshop). The TPO Ranges COR also requires the NFE attend approximately twenty (20) meetings virtually in support of this task during the POP.

3.7 TASK 7 – ITAM, LRAM AND RTLA RESOURCE AND PROGRAM LOGISTICS SUPPORT

The NFE shall maintain content on the ITAM pages, sub-pages, and component pages located on the SRPWeb Portal. Administrative privileges to the SRPWeb Portal will be granted to the NFE by the Government.

The NFE shall update references, links, and resources for all ITAM pages.

The NFE shall report problems with ITAM sections of the website via the BMC Helpdesk capability and/or through direct email to the SRPWeb Portal technical lead for resolution.

The NFE shall review Phase 7, Range Officers Professional Development (ROPD) and recommend updates to this training to meet revised ITAM business processes and tools.

The NFE shall provide recommended agendas related to ITAM, LRAM and RTLA for the bi-annual Training Support Management Reviews (TSMR) (2x per year/5-days in duration), during the TSS Theater IPRs (2x per year/5-days in duration), and during

LRAM/RTLTA User Working Groups held quarterly (4x per year); totaling eight (8) agendas total during the PoP.

The NFE shall perform logistics support (preparing meeting rooms, organizing briefings, running slides, etc.) for the bi-annual TSMRs, ITAM Workshop, and other ITAM program management meetings identified on the SRPWeb Portal, ITAM Page.

This support shall include:

1. Collection of agenda materials
2. Preparation of program briefings related to performance of tasks in this SOO
3. Collection of materials from Commands and HQDA
4. Ensure meeting facilities and automated resources required to support the meetings have been coordinated with the TPO Ranges leads for these meetings
5. Collect minutes and due outs
6. Prepare after action reports for each meeting

The NFE shall assist in coordination of, participate in, and provide logistical support for at least one major training event (e.g. SRP Workshop) that the Government anticipates up to 900 attendees covering six (6) days with one (1) day for venue setup, three (3) days of technical training, and two (2) days of travel during this period of performance. The Government requires that all on-site (at TPO Ranges) contract personnel supporting this SOO attend the major training event.

Location and date of the major training event is to be determined (TBD).

The logistic support shall include:

1. Preparing documents for event approval packet
2. Planning and coordinating training facilities and required audio/visual and Internet support
3. Preparing signs, pamphlets
4. Web information to communicate training schedules

The NFE shall prepare after action reports and recommendations for all training and meetings.

3.8 TASK 8 – ITAM, LRAM AND RTLTA MEETINGS, TRAVEL, AND REPORTING

The NFE shall participate in weekly ITAM meetings conducted with TPO Ranges to document and report execution status of tasks within this SOO.

Travel is required for this project. Travel is necessary for RCMPT Work Plan development via site visits to support installations and commands, RCMPT training events, requirements analysis to HQDA G3/5/7, and logistics support to set up the large training event.

The Government anticipates that the NFE will travel for installation and workshop support sixteen (16) times with trips lasting five (5) days each (twelve (12) CONUS and four (4) OCONUS).

The NFE shall maintain minutes for all meetings and conference calls which they attend in-person or virtually and provide the minutes to the TPO Ranges COR within five (5) business days following completion of the meeting.

The NFE shall submit Monthly Status Reports (MSRs) detailing the status of execution for each task and sub task to the TPO Ranges COR per the format provided by the TPO Ranges COR NLT the 5th of each month during the POP. The MSR shall include two (2) spreadsheet attachments. The first attachment shall highlight all technical support fielded during the reporting period and the second attachment shall include a detailed accounting of all ODC and travel expenses for the month being reported upon.

The NFE shall submit a detailed trip report in accordance with the format provided by the Government to the TPO Ranges COR via email within five (5) days of trip completion.

The NFE shall conduct necessary travel to meet tasks identified in this SOO and coordinate this travel through procedures identified in the USACE/CSU agreement.

The NFE shall document, and report task completion as identified in the agreement.

3.9 TASK 9 – GENERAL WORKSHOP SUPPORT

The Government requires the NFE participate in up to two (2) workshops during the PoP requiring a minimum of six (6) days of travel to each workshop. A minimum of one (1) ITAM Workplan / RCMPT related briefing or training course, and a minimum of one (1) LRAM/RTLA related briefing or training course shall be given by the NFE at each of the workshops, or as directed by the TPO Ranges COR.

3.10 TASK 10 - SUSTAINABLE RANGE AWARENESS (SRA) DESIGN and DEVELOPMENT SUPPORT

The NFE shall design and develop materials to address Soldier safety concerns and avoid sensitive natural / cultural resources within ranges and training areas. The NFE shall provide SRA support through the development and updating of:

1. Soldier Field Cards (examples found on the SRPWeb Portal, ITAM Page)
2. Briefing materials designed for Soldiers and other maneuver land users
3. Related display and informative materials used by TPO Ranges to increase awareness

Development and design is supported through the development of draft layouts for Soldier Field Cards, staff drafts with installation POCs, making requested revisions, and finalizing documents. The NFE shall confirm installation support requests for SRA materials with the TPO Ranges COR.

OPTIONAL TASKS

3.11 TASK 11 - SUSTAINABLE RANGE AWARENESS (SRA) PRINTING AND DISTRIBUTION SUPPORT (Optional - Contingent upon availability of funds)

The NFE shall print, and distribute materials designed to address Soldier safety concerns and avoid sensitive natural / cultural resources within ranges and training areas. The NFE shall provide SRA support through the development, update, production, and distribution of:

1. Soldier Field Cards (examples found on the SRPWeb Portal, ITAM Page)
2. Briefing materials designed for Soldiers and other maneuver land users
3. Related display and informative materials used by TPO Ranges to increase awareness

Printing, and distribution is supported through printing up to 100,000 copies on durable weather and tear resistant paper, and shipping to the supported installation. The NFE shall confirm installation support requests for SRA materials with the TPO Ranges COR.

3.12 TASK 12 - ENVIRONMENTAL MANAGEMENT, ENCROACHMENT ANALYSIS, AND IMPACT ANALYSIS (Optional - Contingent upon availability of funds)

The NFE shall support Environmental Management and Encroachment Analysis (EMEA) with information provided by the DAMO-TRS functional leads in these areas. The NFE(s) shall review and analyze installation, command, and Army programmatic National Environmental Policy Act (NEPA) proposals, Army Compatible Use Buffer (ACUB) program proposals, alternative energy proposals and plans, climate resiliency adaptation plans, real estate project proposals, proposed mission changes, and other related proposals involving training and range lands. Support to the Integrated Training Area Management (ITAM) program shall include the quantification of training area carrying capacity and associated costs related to maneuver damage on training lands, environmental impacts, and regulatory requirements for programmatic cost estimations. This support shall include participation in work group meetings and teleconferences, develop input on potential encroachment affects, preparation of staffing documents such as information papers and briefings related to performance of tasks in this PWS. The NFE shall take meeting minutes, determine taskers, and prepare executive summaries for each meeting. The NFE shall evaluate opportunities to ensure range inventory management and training area carrying capacity become part of Army environmental and real estate planning processes. The NFE shall participate in meetings conducted by DAMO-TRS to report execution status of this Task. The NFE

shall conduct necessary travel to the Pentagon, Washington, DC and other identified sites both CONUS and OCONUS. Travel shall be coordinated through procedures identified in the USACE/CSU agreement.

The NFE shall attend and participate in weekly meetings, to be mutually agreed upon, with DAMO-TRS to facilitate Tasks and status.

The NFE shall support areas related to Training Land and Range Sustainability. The NFE shall ascertain and summarize impacts to training and mission thru the review and analysis of program policies. The NFE shall review and analyze private vendor energy development proposals originating in the OSD Energy Siting Clearinghouse to determine potential impacts on Army training activities. The NFE shall coordinate with Command and Installation training staff to ensure all potential impacts have been identified and provide impact assessments and recommendations to DAMO-TRS. The NFE, in coordination with the Office of the Assistant Chief of Staff for Installation Management (formerly known as OACSIM now G-9), shall review ACUB proposals based on positive impacts on Army training capability. The NFE shall participate in the Military Aviation and Installation Assurance Siting Clearinghouse, analyze impacts of policy proposals, and coordinate DAMO-TRS response to policy and program proposals originating in these working groups. Based on encroachment challenges identified in the Army portions of the DoD Sustainable Ranges Report, the NFE shall coordinate the development of metrics for the Installation Status Report – Mission Capacity (ISR-MC) and adjudicate the comments provided towards development of the final metrics. The NFE shall communicate Army training issues and identify potential issues or actions that may require a DAMO-TRS response. NFE shall develop articles for Army and OSD newsletters to provide information to installation-level staff on potential impacts of energy development initiatives on Army training activities.

3.12.1 TASK 12.1 – TRAVEL

The NFE shall conduct routine field site visits to include OCONUS and CONUS. Two (2) travels or trips are anticipated and may include sites such as one (1) trip to Germany, Hawaii, or Alaska and one (1) domestic trip to Washington DC, Fort Eustis, or Fort Hood.

3.12.2 TASK 12.2 – EQUIPEMENT AND SUPPLIES

General office equipment such as laptop, telecommunication/internet, and general office supplies shall be provided to the NFE when teleworking or working from an alternative site other than the Pentagon under this agreement and can be reimbursed.

3.13 TASK 13 – CLIMATE CHANGE POLICY, RESILIENCY, AND TRAINING LAND AND RANGES ADAPTATION (Optional - Contingent upon availability of funds)

NFE shall have responsibilities to participate in all HQDA climate change forums and working groups, assist with coordination of Army and OSD climate change documents,

monitor, and participate in ACCWG, ACP CoC, and ASM, and develop briefings and provide recommendations for the Director of Training (DOT) and DCS G-3/5/7. The NFE shall support DCS G-3/5/7 within the Army Climate Change Work Group (ACCWG), to participate assess impacts, and provide operational training and training support efforts.

The NFE shall be responsible for analyzing legislative and regulatory proposals, developing policy strategies, and recommending campaign positions on climate change impacts to DCS G-3/5/7. TRS Installations and associated infrastructure to include: disaster mitigation, adaptation and resilience, flood insurance, infrastructure, and other disaster-related issues. The NFE, in coordination with the DCS G-3/5/7, Director of Training shall participate and assist in preparation of responses for DCS G-3/5/7 for a range of forums including Army Sync Meetings, updates to the DAS, support for ASA (MRA), meetings with ASA(IEE), and ARSTAF, Commands, OSD forums, and Congressional engagements. NFE shall coordinate climate change actions and responses across TR Divisions, Operations, War Plans, Strategic Operations, and others as assigned.

The NFE shall support reviewing renewable energy initiatives on and off-post for potential impacts to training. The NFE shall also review various documents and research environmental initiatives for potential impacts to military training. Coordination with Army Commands and installations shall be required as well as attendance to Army and Office of Secretary of Defense meetings related to renewable energy and other environmental projects. The NFE shall participate in similar tasks, meetings, working groups, and other related duties as assigned by the DCS G-3/5/7 Training Directorate.

The NFE shall support Congressional inquiries related to climate change to include scenario planning and planning practice that advance G-3/5/7 and DAMO-TRS's goals for climate resilient training lands and ranges. The NFE shall support the refinement, implementation, evaluation, and adjustment of the Department of Army's strategy to advance its climate change goals through scenario planning, policy development, and planning practice.

Support to DCS G-3/5/7 shall include but not be limited to advising on policy changes, conducting analysis with large data sets across multiple climate/eco/regions and installations to independently assess and project analysis for a range of impacts to operational training and training support efforts. Monitor and advise DCS G-3/5/7 on analysis results such as severe weather event data, projected changes based on modeling, respond to data calls from HQDA, OSD, and Congress.

3.13.1 TASK 13.1 – TRAVEL

The NFE shall conduct routine field site visits to include OCONUS and CONUS. Three (3) travels or trips are anticipated and may include Hawaii or Alaska (1) and two (2) domestic trips to Washington DC, Fort Eustis, and/or Fort Hood.

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, LRAM Coordinator, or GIS Analyst/Technician as a program/project manager at an ACOM, ASCC, or DRU, experience working in and with the ITAM work plan, and ten years of applied technical or programmatic support or research in support of ITAM. NFE will provide a Project Manager with Bachelor of Arts or Sciences degree (Masters 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.

Support Specialists/Analysts – Minimum Bachelor of Arts or Sciences degree (Masters of Art or Science preferred) from an accredited college or university in a relevant field (varies by support capacity), minimum three years professional work experience in the execution of Army land management programs, minimum 2 years ITAM workplan experience for supporting specialists. RTLA/LRAM specialist also requires a minimum 2 years of installation-level experience implementing RTLA and/or LRAM programs/projects.

Support Specialists/Analysts – Minimum Bachelor of Arts or Sciences degree (Masters of Art or Science preferred) from an accredited college or university in a relevant field (varies by support capacity), minimum three years professional work experience in the execution of Army land management programs, minimum 2 years ITAM workplan experience for supporting specialists. RTLA/LRAM specialist also requires a minimum 2 years of installation-level experience implementing RTLA and/or LRAM programs/projects.

5. GOVERNMENT FURNISHED PROPERTY AND ASSISTANCE, AND MATERIALS

5.1. Data, Information and Reports

The Government will provide access to all relevant documents, databases, and systems for tasks in this SOO. The NFE shall not duplicate, copy, or otherwise reproduce MC&G property for purposes other than those necessary for performance of the SOO. All data required, used, or otherwise handled remains the property of the Government.

The NFE may not use datasets, maps, analysis, briefings or other materials relating to this project for publication without the express written consent of the Government. The NFE shall make available to TPO Ranges draft copies of any publications based on work conducted or data collected under this project for review and comment.

The NFE agrees to the following non-disclosure conditions for work performed under this SOO:

- The NFE acknowledges that official duties under the identified agreement may cause access to certain information which is considered Government sensitive, confidential, and/or proprietary information.
- This may include data, analysis, documents, computer systems and networks, meetings, and communications that are related to or are in direct support of the development program requirements (including Program Objective Memoranda (POM) submittals), planning and budgeting, program execution, policies and guidance, and procurement actions.
- The NFE is aware that unauthorized disclosure of this information to unauthorized persons could damage the integrity of this sensitive, pre-decisional information, and could subject the NFE to prosecution under applicable laws and regulations.
- The NFE shall not divulge, publish, or reveal by word, conduct, or any other means, such information or knowledge, related to this project/agreement. The NFE shall remain in compliance in accordance with the laws of the United States, unless specifically authorized in writing in each and every case by the TPO Ranges COR. The NFE further agrees to not participate in nor submit proposals for any project work that might be affected by knowledge of this information.

The NFE acknowledges that the information received will be given only to persons specifically granted access to this sensitive information, and may not be further divulged without express written approval from the TPO Ranges COR.

If at any time performing duties under this project/agreement, participation might result in a real, apparent, possible, or potential conflict of interest, the NFE shall immediately report the circumstances to the TPO Ranges COR.

5.2 Materials and Supplies

The Government will provide office space and furnishings, supplies, automation support, and telephone support for tasks executed at ATSC, Building 1900, Ft. Eustis, VA. The Government will support installation of required Army Gold Standard software and certificates to operate NFE-provided computer devices at Fort Eustis or Government POC approved remote location.

For optional tasks 3.12 and 3.13, the Government will provide office supplies, automation support, and telephone support for tasks executed at the Pentagon, Washington, DC. The Cooperative shall furnish the NFE supplies, automation support, telephone, a laptop computer, and other miscellaneous office equipment, materials, and supplies for tasks executed under telework or alternative office location.

The NFE shall not use Government furnished material or equipment to work on projects other than those directed by this performance work statement. The NFE shall support computer and communication capabilities necessary to ensure task completion for off-site tasks and during required travel.

6. OPTIONS: As discussed in 7.2 below, 4 optional periods are anticipated to support this project and are subject to availability of funds.

7. PERIOD AND PLACE OF PERFORMANCE

7.1 BASE PERIOD OF PERFORMANCE: The period of performance will be 12 months from date of award, with anticipated 12 months of on-site support. Due to military readiness 01 June 2024.

7.2 OPTIONAL PERIODS OF PERFORMANCE: Each optional period will be for 12 months and will start at the conclusion of the base on-site support period.

7.3 PLACE OF PERFORMANCE: Place of Performance: All work accomplished under this project shall be executed at the Army Training Support Center, Building 1900, Fort Eustis, VA., or as approved by the Government. For Optional Tasks 3.12 and 3.13, all work will be accomplished at the Pentagon, Washington D.C. or alternate location as approved by the Government.

8. COORDINATION

USACE Grants Officer Technical Representative:
Ms. Kali Evans
U.S. Army Corps of Engineers
Phone: 402-995-2295
Email: kali.l.evans@usace.army.mil

TPO Ranges COR:
Bill Tenbusch
Chief, TPO Ranges ITAM
5th and Jackson, Bldg. 1900
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9.0 POST AWARD REQUIREMENTS and DOCUMENTS

9.1 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.

For successful set up of Electronic Transfer of Funds (EFT) the recipient must assure that your documents reflect the exact name that appears in the System for Award Management (SAM) Website at www.sam.gov.

9.1.1 Frequency: Monthly reports must be submitted to the installation. USACE requires quarterly plus 30-day grace period (Monthly reports may be combined and submitted quarterly to meet invoicing requirements). 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

9.1.2 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**.

9.1.3 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

DELIVERABLES/ KEY TASKS	SOO REFERENCE	DELIVERY/FORM AT	DUE DATE (TIME AFTER AWARD OR AS SPECIFIED)
RCMPT Functional Improvements	3.1	Workgroup meeting minutes; Updates to RCMPT ITAM Documents (electronic format)	Minutes - five (5) business days following meetings; updates to RCMP documents 30 days post release and based on RCMPT release schedule
ITAM Workplan Training and Technical Support	3.2	Training: electronic training packages delivered via SRPWeb and through live training; technical support delivered	Training timed with ITAM business milestones (published on SRPWeb Portal, ITAM page); LRAM / RTLA technical support delivered

		via phone, email, and Teams	through phone and email; travel 10 times during PoP to support RCMPT ITAM Workplan and LRAM / RTLA related training requirements
ITAM Workplan Data Analysis	3.3	Electronic format in Excel, Word, and PowerPoint; Delivered via email	Monthly workplan status reports; 3 months from award for POM analysis; 6 months from award for DA ATTACC analysis; review and provide recommendations on validation of ~2000 ITAM projects
ITAM Requirements Analysis	3.4	Electronic format in Excel, MS Word, and PowerPoint; Delivered via email	Requirements analysis due 3 months from award; requirements model due 6 months from award; POM analysis due 9 months from award; Systems/DB recommendations due 9 months from award
LRAM and RTLA Technical Specifications and Guidance	3.5	Project technical specifications and procedures; and support resources	Recommended updates to ITAM procedures and guidance developed within eight (8) months of award; Technical resources updated to SRPWeb, RTLA

			and LRAM pages monthly
LRAM and RTLA Technical Support	3.6	Direct installation technical support via telephone and email; RTLA and LRAM project recommendations provided electronically to SRP supported installations; Site support visits conducted via approved travel	Direct technical support daily; project reviews/recommendations weekly (as requested); 8 installation site support visits as approved by TPO Ranges COR; electronic trip report required for all travel one week after travel completion; coordinate, chair, attend LRAM/RTLA UWG meetings; participate in 20 additional meetings virtually
ITAM, LRAM and RTLA Resource and Program Support	3.7	ITAM page updates provided electronically (MS Word); updated via SRPWeb Portal interface; ITAM, LRAM and RTLA program milestone updates on the ITAM Task Tracker, SRPWeb Portal; Review Phase 7 ROPD; Recommended agendas via TSMR ITAM MOI draft	Web page content updates monthly; Phase 7 ROPD based on ROPD schedule; TSMR Coordination D-90 days from scheduled TSMR's; Meeting AARs, minutes, and recommendations: 30 days post-TSMR (and other meetings)
ITAM Logistics Support	3.7	Documents and emails needed to get conference approval, establish	MR Coordination D-90 days from scheduled SRP TSMRs; Workshop

		site selection, meeting agendas, room reservations, and logistics – Communications with Meeting Leads (ATSC SRP TSMR and other)	coordination D-180 days; Training logistics planning, coordination and management; Meeting AARs, minutes, and recommendations: 30 days post-SRP TSMR (and other meetings)
ITAM, LRAM and RTLA Meetings, Travel, and Reporting	3.8	Status reports provided electronic (MS Word); trip reports provided upon completion of travel; updates made to ITAM task tracker and MS Outlook ITAM team calendar based on task assignment and completion	Participate in weekly ITAM meetings; Conduct necessary travel to meet SOO task requirements; Document and report task completion; Provide meeting minutes
General Workshop Support	3.9	Briefing / training materials prepared, reproduced, and shipped; briefing/training conducted; trip report submitted	Participate in two (2) workshops during the POP requiring a minimum of six (6) days of travel to each workshop
SRA Products	3.10	Electronic format for Soldier Field Card initial design and layout; Paper copies of final soldier field cards in suitable pocket size format; Electronic format for briefing materials; Electronic and Paper copies for other related awareness	Soldier Field Cards completed within 3 months of installation request (Funding dependent) and 1 month of government and installation approval of layout; awareness briefings completed within 2 months of installation request / government

		materials (approved by Government)	approval; awareness materials completed per schedule as approved by Government
Environmental Management and Encroachment Analysis	3.12 OPTIONAL TASK	Electronic format in Excel, MS Word, and Powerpoint for Documents and emails, Delivered via email	Weekly Action Status, Action Tracker updates every Friday; Monthly analysis status reports; Executive Summaries within 1 business day of a meeting; Trip reports within 3 business days of travel.
Climate Change Policy, Resiliency, and Training Land and Ranges Adaptation	3.13 OPTIONAL TASK	Electronic format in Excel, MS Word, and Powerpoint for Documents and emails, Delivered via email	Contingent upon availability of funds

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 (only durable equipment costing more than \$5,000); Copies to be given to TPO Ranges ITAM COR.

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 GOTR and a copy given to the TPO Ranges ITAM COR.

10 ANTI-TERRORISM / Operations Security (AT/OPSEC)

10.1 AT Level I Training. All NFE employees, requiring access to Army installation, facilities and controlled access areas shall complete AT level I awareness training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable. The contractor shall submit certificate of completion for each affected contracted contractor employee and subcontractor employee to the COR within 5 calendar days after completion of training by all employees and subcontractor personnel. AT level I awareness training is available at the following website: <https://atlevel1.dtic.mil/at>.

10.2 Access and General Protection/Security Policy and Procedures. NFE and all associated sub-NFE employees shall comply with applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by Government representative).

The NFE shall also provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services or Security Office. NFE workforce must comply with all personal identity verification requirements as directed by DOD, HQDA and/or local policy.

In addition to the changes otherwise authorized by the changes clause of this project, should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in NFE security matters or processes.

10.3 For NFEs requiring Common Access Card (CAC). Before CAC issuance, the NFE employee requires, at a minimum, a favorably adjudicated National Agency Check with Inquiries (NACI) or an equivalent or higher investigation in accordance with Army Directive 2014-05. The NFE employee will be issued a CAC only if duties involve one of the following: (1) both physical access to a DoD facility and access, via logon, to DoD networks on-site or remotely; (2) Remote access, via logon, to a DoD network using DoD-approved remote access procedures; or (3) Physical access to multiple DoD facilities or multiple non-DoD federally controlled facilities on behalf of the DoD on a recurring basis for a period of 6 months or more. At the discretion of the sponsoring activity, an initial CAC may be issued based on a favorable review of the FBI fingerprint check and a successfully scheduled NACI at the Office of Personnel Management.

10.4 iWATCH Training. The NFE shall brief all employees on the local iWATCH program (training standards provided by the requiring activity Anti-Terrorism Officer). This local developed training will be issued to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed within 30 calendar days of contract award or effective date of incorporation of this requirement into the contract, whichever is applicable and with 7 calendar days of new employees commencing performance with the result report to the COR NLT 15 calendar days after contract award or effective date of this requirement in the contract whichever is applicable.

10.5 Army Training Certification Tracking System (ATCTS) registration for contractor employees who require access to government information systems. All contractor employees with access to a government info system must be registered in the ATCTS (Army Training Certification Tracking System) at commencement of services and must successfully complete the DOD Information Assurance Awareness prior to access to the IS and then annually thereafter.

10.6 OPSEC Training. Per AR 530-1, Operations Security, new NFE employees must complete Level I OPSEC training within thirty (30) calendar days of their reporting for duty. All NFE employees must complete annual OPSEC awareness training.

10.6 Information assurance (IA)/information technology (IT) training. All NFE employees must complete the DoD IA awareness training before issuance of network access and annually thereafter. All NFE employees working IA/IT functions must comply with DoD and Army training requirements in DoDD 8570.01, DoD 8570.01-M and AR 25-2 within six (6) months of employment.

10.7 Information assurance (IA)/information technology (IT) certification. Per DoD 8570.01-M, DFARS 252.239.7001 and AR 25-2, the NFE employees supporting IA/IT functions shall be appropriately certified upon project award. The baseline certification as stipulated in DoD 8570.01-M must be completed upon project award.

11 INFORMATION TECHNOLOGY/TECHNOLOGY REQUIREMENTS.

11.1 Security/Information Technology (IT) Requirements. NFEs performing under this agreement will not require access to Classified Military Information (CMI) or systems. The NFE shall obtain and maintain a favorable suitability/fitness determination under Code of Federal Regulations Title 5 (5 CFR) or equivalent for Common Access Card (CAC) issuance and/or network access. Visit Authorization Letters (VALs) shall be sent for all others to the Army Training Support Center (ATSC) Security Management Office (SMO) Code (W3E9AA6) (NOTE: For Optional Tasks 3.12 and 3.13, CAC processing will be coordinated through the organization's Security Manager, location, Pentagon, Washington DC.) The investigative basis for personnel security clearances shall be IAW existing DoD policy. Eligibility based on investigations that are out of date, i.e., Top Secret (5 years), SECRET (10 years), and CONFIDENTIAL (15 years) must be processed for a Periodic Reinvestigation within ten (10) days of being assigned to the TO. The Installation Security Office submits all background investigations on prospective contractors requiring CACs and/or network access.

11.2 IT Security Requirements. NFEs will have access to government computers and/or government facilities to include installation access. Investigation will be done by the government for CAC insurance and/or network access. IAW Army regulation and Air Force Instructions all prospective contractor employees shall undergo a verification process to determine their trustworthiness prior to being granted access to federal property.

12 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 SOO]