



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

July 15, 2024

**REQUEST FOR STATEMENT OF INTEREST
W9126G-24-2-SOI-3860**

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

Great Plains / Rocky Mountains CESU Regions

Project Title: Programmatic Wildland Fire Support for the Army's Installation
Management Command (IMCOM)

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 ~~\$1,712,000~~ ^{RP} 1,217,000 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: 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 Integrated Natural Resources Management Plan, as directed in the *Sikes Act*, and as a result, it is anticipated that a cooperative agreement through the CESU program will be awarded.

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

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 PM, Central Time, August 15, 2024.**
2. Submit your Statement of Interest via e-mail attachments or direct questions via email (2 weeks prior to SOI due date) to:

Sheri Vendemia
Grants Specialist
USACE, Fort Worth District
Email: cheryl.r.vendemia@usace.army.mil

Brian Hesford, Project Manager
USACE, Fort Worth District
Email: brian.d.hesford@usace.army.mil
Office: 402-200-8268

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: RSOIs 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.

POORMAN.PAIG Digitally signed by
E.E.1244894255 POORMAN.PAIGE.E.1244894255
Date: 2024.07.15 16:30:35 -05'00'
PAIGE E. POORMAN
Grants Officer

Attachment: Statement of Objectives

STATEMENT OF OBJECTIVES (SOO)

PROGRAMMATIC WILDLAND FIRE SUPPORT FOR THE ARMY'S INSTALLATION MANAGEMENT COMMAND (IMCOM)

Cooperative Ecosystems Studies Unit (CESU) Cooperative Agreement

1. PURPOSE

1.1. Installation Management Command (IMCOM) for the Army provides professional and technical support for its installation natural resources programs in order to facilitate successful implementation of the Army Wildland Fire Policy and related regulations. 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 Office of the Assistant Chief of Staff for Installation Management (OACSIM) is the Army Staff proponent for the Army-wide Environmental Program (AEP) as stipulated in AR 200-1 "Environmental Protection & Enhancement", 2007. While Wildland Fire Management is a crossover issue with distributed responsibilities across logistics, range management, and environmental disciplines, the wildland fire management plan is found as part of the Integrated Natural Resources Management Plan (INRMP). Therefore, the AEP intends on providing a comprehensive guidance document or manual on managing the prevention, incidence, and suppression of wildland fires across all institutional Army domains. This effort will not attempt to address the Army operational response to wildland fires but only address comprehensive prevention for the institutional Army. IMCOM provides professional and technical support for its installation natural resources programs in order to facilitate successful implementation of the Army Wildland Fire Policy and related regulations. The IMCOM G-4 ENV operates in accordance with Army Regulation (AR) 200-1, Natural Resources - Land, Forest, and Wildlife Management, as applied at the installations through site- specific INRMP, and Integrated Wildland Fire Management Plan (IWFMP).

IMCOM G-4 ENV recognizes that wildland fire has a significant impact on natural resource ecosystem structures and functionality. Additionally, wildland fire is a frequent occurrence on installation lands as through intentional application of prescribed fire and incidental wildfires ignited by live-fire training, munitions, incendiary devices, other explosives and military equipment. Current policy guidance clarity and uniform application of wildland fire standards within installation natural resources programs are

not currently meeting IMCOM G-4 ENV expectations. Overall improvements are sought to, enhance wildlife use, and maintain ecosystem health. In order to meet the goals of supporting the natural resources on installations through wildland fire management, assistance is required to provide program management and technical support for strategic development and operational implementation of the wildland fire program managed within IMCOM G-4 ENV. Part of this process is implementing a wildland fire personnel qualifications tracking system. Developing a system for tracking wildland fire personnel qualifications will assist the installations in improving the overall wildland fire program because it will allow the installations to better identify the required training needed to be compliant with wildland fire programs, improve personnel coordination, and overall safety for wildland fire or prescribed fire. In the event of an incidental wildfire, collaboration with federal wildland fire partners will likely be necessary and will be executed more effectively with a documented database of trained staff.

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 Cooperator agrees to provide the necessary personnel, equipment, and materials required to implement, in part, IMCOM 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.), 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. IMCOM further (hence DoD) agrees to provide substantial involvement as directed under the appropriate master agreement to include, but are not limited to, the following:

- Actively participates and collaborates in carrying out the project plan of work, reviews and approves activities
- Participation in status meetings including kick off meeting and weekly, monthly, and quarterly project update meetings.

3. DESCRIPTION OF OBJECTIVES

Assistance to provide program management and technical support shall be accomplished through a high level of coordination, integration, and networking between the Cooperator(s), Headquarters Department of the Army (HQDA) POCs, IMCOM wildland fire POC, installation wildland fire managers, and other federal wildland fire partners. Activities will primarily include:

- a. Work with large-scale program strategic plan development and visioning
- b. Liaise between OACSIM-IMCOM for wildland fire program direction, policy, and other guidance drafting and updates
- c. Baseline data collection and analysis
- d. Strategic plan and other supporting procedural document development
- e. Centralized tracking database development support
- f. Integration/deployment of a personnel qualifications tracking system to assist in the facilitation of the wildland fire program managed within IMCOM G-4 ENV
- g. Wildland fire training requirement determinations
- h. Wildland Program implementation support
- i. Transition planning, coordination, and programming
- j. Direct installation program evaluation and support with a primary objective of attaining compliance with National Wildfire Coordinating Group (NWCG) wildland fire position standards

Listed in the table below are the Army Organizations and IMCOM Installations covered under this SOO.

Army Organizations	
Headquarters Department of the Army Agencies	
Army Material Command	
Army National Guard	
United States Army Reserve	
IMCOM Installations	
Aberdeen Proving Ground	Fort Knox
Camp Parks	Fort Leavenworth
Carlisle Barracks	Fort Gregg-Adams
Devens Reserve Training Facility	Fort Leonard Wood
Dugway Proving Ground	Fort McCoy

Fort Walker	Fort Johnson
Fort Belvoir	Fort Riley
Fort Moore	Fort Novosel
Fort Bliss	Fort Sill
Fort Buchanan	Fort Stewart
Fort Liberty	Fort Wainwright
Fort Campbell	Joint Base Lewis-McChord
Fort Carson	Joint Base Myer-Henderson Hall
Fort Drum	Picatinny Arsenal
Fort George G Meade	Redstone Arsenal
Fort Eisenhower	Rock Island Arsenal
Fort Greely	USAG Hawaii (Oahu)
Fort Cavazos	USAG Hawaii Pohakuloa Training Area
Fort Huachuca	WEST POINT
Fort Hunter Liggett	Yakima Training Center
Fort Irwin – National Training Center	Yuma Proving Ground
Fort Jackson	RESERVED

3.1 TASK 1 – Visioning Support

The Cooperator shall provide visioning support to review and recommend updates to IMCOM G4 ENV desired wildland fire program end-state and policy in relation to:

- a. National Wildfire Coordinating Group (NWCG) compliance, organizational size, and functionality
- b. Capability level
- c. Partnership opportunities with other federal wildland fire programs and benefits for meeting natural resource program wildland fire management requirements to the greatest extent practical

This task includes a high level of coordination and communication with HQDA, IMCOM G4 ENV, installation personnel, designated federal partners, and knowledge of existing federal wildland fire programs. The Cooperator shall demonstrate 5+ years’ experience with NWGC qualifications and coordination with other federal wildland fire programs.

3.2 TASK 2 – Natural Resource Personnel Data

The Cooperator shall develop, document, and report current condition information for all natural resource personnel involved with wildland fire at IMCOM installations. This baseline data will provide the installations with information identifying personnel qualifications, existing trainings, and what future trainings are required in order to be in compliance with NWCG. This information will be utilized to preserve and protect natural resources on IMCOM installations.

This may include:

- a. Data call input development
- b. Data collection, formatting, and analysis
- c. Report/briefing development
- d. Incident Qualification System (IQS) and Incident Qualification and Certification System (IQCS) management

3.3 TASK 3 – Strategic Plan

The Cooperator shall support the annual reviews and recommended updates to the strategic plan for IMCOM to move from current natural resource-based wildland fire program conditions to desired future condition. This strategic plan will be utilized to assist Natural Resources Program Managers to determine the best way to preserve and protect natural resources on IMCOM installations. This may include:

- a. Gap analysis
- b. Installation wildland fire risk consideration
- c. Training transition requirements
- d. Program documentation requirements
- e. Personnel/staffing shift requirements
- f. Criteria review for qualification exemption requests
- g. Incident Qualifications and Certification Systems vs. Incident Qualification System
- h. Equipment typing
- i. Programming requirements for equipment purchase/upgrade and training transition
- j. Federal partnership opportunities and roles
- k. Prioritized actions for critical needs
- l. Implementation timeline projections

The preferred qualifications for support of Task 3 is for the Cooperator to meet RxB2 and NWCG qualifications. At minimum, Cooperator personnel supporting Task 3 shall meet Incident Training Commander 4 (ICT-4), Single Resource Boss, and/or Task Force Strike Team Leader qualifications.

3.4 TASK 4 – IMCOM G4 ENV Wildland Fire Strategic Plan Implementation Support

The Cooperator shall support the implementation of IMCOM G4 ENV Wildland Fire Strategic Plan, as approved. This may include:

- a. Coordination with on-going and newly proposed wildland fire training initiatives
- b. Initiation of qualification tracking
- c. Procedural guidance development
- d. Development of materials or other support for communications / briefing to leadership and installation
- e. NWCG Publication Management System (PMS) 310-1 supplemental guidance specific to IMCOM natural resource personnel
- f. Installation IWFMP and/or other wildland fire documentation development support
- g. Facilitate networking and coordination amongst IMCOM installation wildland fire practitioners, other prioritized activities, regional coordination and resource sharing opportunities, and associated timelines as outlined in the final, approved strategic plan
- h. Development of processes to monitor and report progress

This task requires direct involvement with wildland fire application in training and qualification validation; skills assessment environments requiring adequate personal protective equipment (PPE); and current, maintained NWCG qualifications of participating Cooperator staff.

3.5 TASK 5 – Wildland Fire Database

The Cooperator shall support finalized development and assist with deployment of a wildland

fire database to be used for centralized and installation-level reporting of wildland fire activity and personnel, equipment utilization, and non-fire fuel treatments. Database outputs should reflect IMCOM wildland fire program reporting and resourcing requirements.

3.6 TASK 6: Wildland Fire Training Academy

The Cooperator shall coordinate closely with other IMCOM cooperating agencies to develop an annual training plan and assist in executing at least nine (9) wildland fire training courses during the Period of Performance. Sessions will be approximately 50 hours each consisting of the proposed courses listed below (to be finalized at a later date by the IMCOM POC):

- a. Single Source Resources Boss (2 courses will be offered for this training);
- b. Strike Team Leader/Fire Operations in the Urban Interface;
- c. Basic Wildland Fire Academy;
- d. Intermediate Wildland Fire Behavior;
- e. Introduction to Wildland Fire Behavior Calculations;
- f. Smoke Management Techniques;
- g. Prescribed Fire Planning and Implementation; and
- h. Wildland Fire Chainsaws

The Cooperator shall be responsible for providing instructors upon request. Locations and dates of proposed courses will be shared with the Cooperator immediately upon IMCOM finalization of courses, training location(s), and training date(s).

Proposed Fire Training Locations: Yakima, WA; Salt Lake City, UT; Las Vegas, NV; Santa Fe, NM; San Antonio, TX; Nashville, TN; Ft. Bragg, NC; Ft. Benning, GA; Eglin, FL; Ft. Jackson, SC .

4. QUALIFICATIONS

Project Manager / Principal Investigator – The Cooperator shall provide a Project Manager or Principal Investigator with at least 5 years of experience with Wildland Fire Management. A resume for the Project Manager will be submitted with the proposal package. As mentioned previously in this Statement of Objectives for support of Task 3, the Cooperator’s proposal shall demonstrate a high level of experience in coordinating with other federal wildland fire programs and meet the preferred qualifications of RxB2 and NWCG qualifications or at minimum, cooperators personnel supporting Task 3 shall meet Incident Training Commander 4 (ICT-4), Single Resource Boss, and/or Task Force Strike Team Leader.

5. COOPERATOR FURNISHED SUPPLIES / EQUIPMENT

The Cooperator will provide all personal protective equipment (PPE) needed for personnel to perform the tasks described in this SOO. Additional supplies to be provided by the Cooperator include:

- a. Basic office supplies
- b. Six (6) laptop computer
- c. Network access
- d. Wireless internet access (WiFi) for office and travel
- e. Two (2) cell phones
- f. As needed, conference room rental to facilitate training for 2-3 days each, in support of

- the Wildland Fire Training Academy, Task 6.
- g. Necessary travel to accomplish tasks indicated above. The Government anticipates up to 10 trips for one person to IMCOM and Army installations to provide technical support for wildland program strategy and operations and 9 trips for 4 people to provide wildland fire training. The Government also anticipates the Project Manager/Principal Investigator will travel to San Antonio during the period of performance to meet with IMCOM officials.
 - h. Training to maintain any needed NWCG qualifications for wildland training site-support.
 - i. Liability insurance needed to cover personnel supporting wildland fire requirements.

6. PERIOD OF PERFORMANCE: 12 months from date of award.

7. FOLLOW-ON PERIODS: In addition to the base year period of performance, there will be up to six 12-month follow-on periods subject to funding availability.

8. COORDINATION

USACE Project Manager
Brian Hesford
Environmental Remediation Branch
U.S. Army Corps of Engineers, Ft. Worth District
402-200-8268
brian.d.hesford@usace.army.mil

The IMCOM Technical POC is Ms. Stephanie Sarver:
Stephanie Sarver
Chief, Technical Branch
HQ IMCOM G4, Environmental Division (IMPW-E)
2405 Gun Shed Rd.
JBSA Fort Sam Houston, TX 78234-1223
Phone: 210-466-0562
Gov't Cell: 210-607-9975

9. DELIVERABLES

A **kick-off meeting** shall be conducted no later than 10 business days of Cooperative Agreement award. The Cooperator shall provide **kick-off meeting minutes** to the USACE Project Manager and the IMCOM Technical POC no later than 10 business days after the kick-off meeting.

In addition to kick-off meeting minutes, the Cooperator shall submit **quarterly progress reports** to the USACE Project Manager and the IMCOM Technical POC no later than the 10th of the third month. The quarterly progress report shall summarize activities as follows:

- List of plans, reports, maps, and briefings prepared or reviewed
- Project deliverables timeline developed in coordination with IMCOM Technical POC

- List of major action item support and taskers accomplished
- List of installation Integrated Wildland Fire Management Plans/Programs reviewed and revised
- Number of days, locations, and activities in travel status
- List of meetings attended including purpose/objective and attendees
- Percentage of project progress completed, problems identified, solutions implemented, and schedule adjustments if appropriate.
- Any critical communications not reported in other sections

Draft Final Project Report. One (1) paper copy of a draft final report should be submitted no later than one month before end of the base effort. At a minimum, the report shall contain an introduction section, and one section for each Task identified in this Statement of Objectives. For each Task, the report shall summarize work accomplished for the Task. The IMCOM POC will review and provide comments, if any, within thirty (30) calendar days after receipt. Must provide an electronic copy to the USACE POC at the time this document is submitted to the IMCOM POC.

Final Project Report. One (1) paper copy of the final report, incorporating IMCOM POC's review comments on the draft, if any, shall be submitted no later than thirty (30) days after receipt of the IMCOM POC comments. Additionally, one (1) copy of the final report shall be submitted in a MSWord file(s), on digital media. Must provide an electronic copy to the USACE POC at the time this document is submitted to the IMCOM POC.

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 PM and IMCOM Technical POC.

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 PM and IMCOM Technical POC.

10.0 ADMINISTRATION

10.1 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%).

10.2 Any resulting cooperative agreement shall 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. NOTE: In addition to the General Terms and Conditions, the Recipient shall request disposition instructions from the Federal Awarding agency (USACE) PM, as applicable.

11.0 POST AWARD & INVOICE PROCESSES

11.1. Payment Requests and Progress Reports (Invoice Package) - 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 point of contacts (POCs) for the additional required documents and for delinquent accounts.

11.1.1. 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

11.1.2. 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.**

11.1.3. SF270 Request for Advance or Reimbursement

11.1.3.1 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/>.**

11.1.3.2. 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, however, **must be submitted in pdf format otherwise will be rejected.**

11.1.4. 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.

11.2. 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 or found at: <https://www.grants.gov/forms>.

[End of SOO]