



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

28 April 2026

**REQUEST FOR STATEMENT OF INTEREST
W9126G262SOI8897**

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

Project Title: Conservation Program Maneuver Damage Support (2026-2031)

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 recipient's CESU Joint and Cooperative Agreement (also known as the CESU Master Agreement).

NOTE: The established CESU indirect rate is 17.5%.

Responses to this Request for Statements of Interest will be used to identify potential organizations for this project. Approximately **\$357,659** is expected to be available to support this project for the **base period**. Additional funding may be available to the successful recipient for optional tasks and/or follow-on work in subsequent years.

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

Period of Performance. The base period of the agreement will extend 12 months from the 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, 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 (SOI) are due by **Noon Local Time (CT), 28 May 2026** via email to the parties listed below.
2. Direct questions via email no later than **Noon Local Time (CT), 7 May 2026** to the parties listed below.

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

AND

Kathy Mitchell
Project Manager
USACE, Fort Worth District
Email: kathy.s.mitchell@usace.army.mil

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 [Grants.gov](https://www.grants.gov) for 30 days prior to the Government making a decision and requesting full proposals.

TO BE ELIGIBLE FOR AWARD, THE RECIPIENT AND ANY PROPOSED SUBRECIPIENTS AND CONTRACT VENDORS MUST HAVE AN ACTIVE NIST SP 800-171 DOD ASSESSEMENT (PERFORMED WITHIN THE LAST 3 YEARS).

Thank you for your interest in our Cooperative Agreements Program.

CHERYL R. VENDEMIA
Grants Officer

Attachment: Statement of Objectives

STATEMENT OF OBJECTIVES
for

Conservation Program Maneuver Damage Support (2026-2031)
for
**Conservation Branch, Environmental Natural Resources Management Division,
Directorate of Public Works, Joint Readiness Training Center and Fort Polk,
Louisiana**

1.0 PURPOSE

1.1 The Joint Readiness Training Center (JRTC) and Fort Polk environmental program ensures military mission activities are conducted in compliance with all applicable environmental laws, regulations and policies. Article I B of the Cooperative Ecosystem Studies Unit (CESU) Cooperative and Joint Venture Agreement (known as 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, and cultural 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 This work shall involve: three (3) full-time or equivalent onsite support personnel located at JRTC and Fort Polk, Louisiana (Maneuver Damage Collaboration and Facilitation, Maneuver Damage Technician Support and Maneuver Damage Database Support). This effort will involve implementation of the Sustainability and Environmental Monitoring Plan (SEMP) and environmental effects analysis for those resources covered within the Environmental Natural Resources Management Division (ENRMD), Conservation Branch (CB) Programs: Integrated Natural Resources Management Plan (INRMP), National Environmental Policy Act (NEPA), Endangered Species Management Component (ESMC), and Integrated Cultural Resources Management Plan (ICRMP). This implementation requires adherence to the SEMP and the other subservient Standard Operating Procedures (SOPs) which detail management activities, data collection, storage, and reporting requirements within the plans.

In agreement with goals stated within the JRTC and Fort Polk SEMP, the Recipient agrees to provide the necessary personnel, equipment, and material required to conduct professional and technical support for the Maneuver Damage Program within the Directorate of Public Works (DPW), ENRMD, CB located at JRTC and Fort Polk, Louisiana. The scope of this agreement includes supporting

the DPW ENRMD CB through various program management duties including but not limited to necessary services required to provide technical support for the installation INRMP, NEPA, ESMC, and ICRMP Programs.

2.0 AUTHORITY

2.1 This cooperative agreement will be awarded using the authority delegated to Fort Worth USACE for **16 U.S.C. § 670c-1 (Sikes Act)**.

In agreement with the above stated goals, the Recipient agrees to provide the necessary personnel, equipment, and materials required to implement, activities to support the installation's commitment toward environmental stewardship to manage natural and cultural resources in a responsible way that has the least impact on military missions and is beneficial to the region. In addition, the activities performed by the recipient must be completed in a manner conducive to guidelines outlined in the Endangered Species Act (16 USC 1531 et seq.), the Migratory Bird Treaty Act (16 USC 1361 et seq.), National Historic Preservation Act (54 U.S.C. 300101 et seq.), Native American Graves Protection and Repatriation Act (25 U.S.C. 3001 et seq.), the Archaeological Resources Protection Act (16 U.S.C. 470 et seq.), the National Environmental Policy Act, applicable implementing regulations, Fort Polk 200-1, Army Regulations 200-1, and any other applicable regulatory guidelines such as the United States Forest Service Special Use Permit and Plan of Operation.

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.), 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. 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 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

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 and the recipient when carrying out the activity contemplated by the cooperative agreement.

The installation further) agrees to provide substantial involvement as directed under the appropriate master agreement 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. Examples include, but are not limited to, the following:
 - Providing workspace
 - Providing computing services
 - Providing one (1) vehicle, subject to availability
 - Providing staff time to work on the project

3.0 DESCRIPTION OF OBJECTIVES

As shown in the table below, Task 1, Maneuver Damage Collaboration and Facilitation will be funded as the Basic Task each year. Tasks 2-5 are optional tasks and may be funded during each Basic Task year depending on project conditions and needs. Tasks 1-3 each have extensive scope elements comprised of multiple objectives and technical tasks. Technical qualifications and required deliverables are described in detail in this section.

Objective/Task	Base Year	Follow-on Year 1	Follow-on Year 2	Follow-on Year 3	Follow-on Year 4
Task 1 – Maneuver Damage Collaboration & Facilitation	*	*	*	*	*
Task 2 – Maneuver Damage Technician	**	**	**	**	**
Task 3 – Maneuver Damage Database Management	**	**	**	**	**
Task 4 – Vehicle Support	**	**	**	**	**
Task 5 – Vehicle Support	**	**	**	**	**
*Basic Task to be funded each year. **Optional Task - may be funded at any time during each Basic Task Period of Performance (PoP) while the agreement is active.					

3.1 Task 1 (Basic Task): MANEUVER DAMAGE COLLABORATION & FACILITATION

Level of Effort. Provide (1) full-time discipline or the equivalent of 1 (FTE) annually to assist with Conservation Branch (CB) programs through National Environmental Policy Act (NEPA), Maneuver Damage, and Mitigation and Monitoring, Integrated Natural Resource Management Plan (INRMP) and Threatened and Endangered Species Programs (T/E). Proper management of program resources is necessary to achieve management goals and is critical for overall program success. Maintain a flexible work schedule to conform CB Standard Operating Procedure (SOP) projects and special events. Provides oversight and expertise to subordinates such as maneuver damage technicians, database managers, and inspectors to ensure project objectives, approaches, and analysis/interpretation are technically sound and consistent with program objectives and needs. **In order to support daily transportation needs to field sites and/or meetings, the recipient is expected to provide (1) vehicle to support the efforts associated with executing the required activities for Maneuver Damage Collaboration & Facilitation.**

Qualifications. Minimum qualification for Task 1 is a BS in environmental science, natural resources, biology, soils, or related field conducive to management all aspects of a multi-disciplinary environmental management is required. Ability to perform strenuous fieldwork in rugged terrain and weather extremes and ability to utilize a Global Positioning System (GPS) system. Expertise to map locations utilizing Geographic Information System (GIS) using ArcMap or Army's equivalent for GIS abilities. Ability to obtain a valid Louisiana driver's license and drive 4-wheel drive vehicles, ATVs/UTVs. Ability to pass a background investigation. Background check may include, but not limited to, criminal history, national sex offender search, and motor vehicle history. Ability to obtain and maintain a security clearance. Provide proof of U.S. Citizenship. Male applicants born after December 31, 1959, must complete a Pre-employment Certification Statement for Selective Service Registration.

3.1.1 *Coordinator. The Recipient will provide a lead coordinator that will be responsible for coordinating required technical activities with the Conservation Branch (CB) and will supervise a team of up to two technical disciplines to execute required Maneuver Damage activities. The lead coordinator will ensure new personnel are oriented to Program objectives, purpose, and SOPs and trained in technical and administrative/procedural aspects. The Lead coordinator may assist the PI by participating in personnel searches and will ensure all work is completed in a satisfactory manner. Lead coordinator will consolidate Maneuver Damage Quarterly Progress Report (QPR).

** The person occupying this position shall be a Key Person, such that any change shall require prior approval in accordance with the General Terms and Conditions. If vacated, this position will be backfilled as early as practicable. Failure to reasonably backfill the position may result in a negative performance reporting the Federal Awardee Performance and Integrity Information System (FAPIS).*

3.1.2 Coordination with Installation/Environmental Program Personnel.

Collaborates with the CB Maneuver Damage Program team to coordinate required activities including but not limited to the inspections after each training mission. Ensure maneuver damage inspectors including natural resource disciplines that may participate from other field teams are oriented to Program objectives, purpose, and SOPs and trained in technical and administrative/procedural aspects. Recipient will collaborate with the CB Maneuver Damage Program to determine the appropriate number of maneuver damage inspectors no later than 7 days prior to End of Rotational Exercise (ENDEX). Assist with planning and oversight in coordination with the government INRMP, NEPA, T/E, and Cultural Resources Program Managers (PMs) for maneuver damage and mitigation monitoring efforts. Assist with execution aspects of monitoring and managing Maneuver Damage activities in accordance with (IAW) CB approved SOPs, timelines. Coordinate with the CB Maneuver Damage Program to determine appropriate dates and times and conduct maneuver damage inspection refresher course to maneuver damage inspectors on a semi-annual basis. Coordinate with various government staff and other concerned parties, including but not limited to the T/E Species Program, Cultural Resources Program, INRMP (to include botany, non-game, game) Program, NEPA Program, other ENRMD branches and other Army directorates to ensure that all elements of the INRMP and SOPs are addressed in a timely and appropriate manner necessary to protect natural resources. Collect and report maneuver damage data as required within the Sustainability and Environmental Monitoring Plan (SEMP) objectives and metrics.

3.1.3 Sediment Basin Monitoring and Mapping. Develop, coordinate, and execute schedule of sediment basin inspections to provide information for required maintenance to include cleanout, repair, and general routine maintenance (e.g., mowing). Assist with the location and inspection of all Installation sediment basins on an annual basis. Coordinate the development of a prioritized Sediment Basin Maintenance Report by providing field data and facilitation of working group meetings with government staff in order to collect and discuss sufficient facts needed to determine a prioritized maintenance and repair strategy required to provide and maintain a prioritized status of sediment basins in need of maintenance. Provide information from work group meetings and fieldwork data worksheets required to support DPW Engineering and Operations (O&M) with implementation of required repair and maintenance of sediment basins. Inspection data shall include GPS data, photographs,

inspection data form, and record of topographical features for calculation of capacity for new sediment basins. Inspection of existing sediment basins will include GPS data, photographs, and inspection data form. Maintenance needs shall be determined by the training intensity, local ground cover loss of the sediment basin's relative watershed, dam/riser stability, extent of sedimentation in basin, and potential impacts to waterways. Sediment basins within intensive training areas shall be inspected semi-annually. All GPS data (including metadata) shall be submitted to the CB GIS Analyst. Maintain updated electronic/digital maps of Installation sediment basins on a bi-annual basis or as needed by DPW Engineering and O&M, Chief CB, and CB Senior Ecologist to support the Installation's Range Regulations. Comply with established Installation Standard Operating Procedures (SOPs) and meet due dates and deliverables for projects as directed by the SOPs. Collect and report sediment basin data as required within the Sustainability and Environmental Monitoring Plan (SEMP) objectives and metrics.

3.1.4 Stream Crossing Monitoring and Mapping. Coordinate and assist with inspection of all stream crossings and ensure all data is updated and maintained. Coordinate and assist inspection and identification of maintenance needs and repair priority of installation approved stream crossings sites. Develop reports of any extensively utilized and any unimproved stream crossings to be submitted to the Chief CB and Senior CB Ecologist for approval and submitted to DPW for hardening of crossing. Coordinate and assist with the development of an Approved Stream Crossing Monitoring Report of prioritized approved stream crossings in need of maintenance or improvement on an annual basis or as needed by DPW Engineering and O&M, Chief CB, and CB Senior Ecologist. Ensure approved low-water crossing sites are updated and maintained electronic/digital on an annual basis or as needed to support the installation's Range Regulations. Maintain/update stream crossing SOP. Comply with established installation SOPs and meet due dates and deliverables for projects as directed by the SOPs. Collect and report data as required within SEMP Objectives and Metrics.

3.1.5 Training Roads/Trails Repairs. Coordinate and assist with the inspection of training roads/trails. Maintain collected GIS data of training roads/trails. Coordinate and assist with the development of Training Roads/Trails Maintenance Report of prioritized training roads/trails in need of maintenance or improvement on a bi-annual basis or as needed. Ensure maps of prioritized training roads/trails are maintained and updated electronically/digitally on bi-annual basis or as needed to support the installation's utilization requirements.

3.1.6 Intensive Use Area (IUA) and Limited Use Area (LUA) Roads Damage Assessment. Coordinate with personnel to inspect and assess training damages to the IUA/LUA roads resulting from Army training and coordinate with DPW Engineering and O&M to initiate repair of these damages. Develop Damage Assessment Reports and coordinate with DPW Engineering and O&M, and Chief

CB in accordance with (IAW) due dates and established reporting/mapping format.

3.1.7 Maneuver Damage Inspections. IAW established SOPs serve as a team member and inspector for the installation's Maneuver Damage Program. Perform maneuver damage inspections after training events and major training rotations to determine the extent, location, and degree of natural resources damages. Coordinate rotational clean-up with engineering entities and Range Operations and Integrated Training Area Management (ITAM) and/or Land Rehabilitation and Management (LRAM) to implement repairs. Attend and participate in Range Operations, ITAM/LRAM meetings to coordinate with engineering entities. Compile and report damages with determination of preferred remediation and coordinate rotational clean-up with engineering entities, DPW Engineering and O&M, and Range Operations, ITAM/LRAM to implement repairs. Provide monthly status report for Maneuver Damage Assessment Inspection and Engineer Repair Work. Furnish reports/maps and accurate maneuver damage field data sheets to the DPW Engineering and O&M and Range Operations ITAM/LRAM. Coordinate, develop, and schedule inspection roster of adequate numbers of environmental inspectors to support the post rotational and end of exercise inspections. Develop an up-to-date bi-annual inspection roster. Roster will comply with all due dates and established reporting/mapping formats.

3.1.8 Maneuver Corridor Repairs and Maintenance Assessment. In concert with DPW Engineering and O&M and Range Operations ITAM/LRAM coordinate all required tasks and technical activities required for the recipient to execute inspections and monitoring of installation infrastructure within the maneuver areas. Infrastructure to be inspected includes but not limited to sediment basins, stream crossings, training roads/trails, real property, ranges and range facilities, landing zones, forward landing strips, drop zones, maintenance and sustainment of access roads and grounds, and erosion issues. Identify, prioritize, coordinate, and provide reports to DPW Engineering and O&M with sufficient detail of damage assessed to enable these Divisions to develop work order requests or contract scopes of work for repair. Develop and maintain a list of infrastructure repairs. List is to be provided to DPW Engineering and O&M, Chief CB, and CB Ecologist IAW due dates and established reporting/mapping format. Coordinate and assist in the development of Maneuver Corridor Assessment Reports and coordinate with DPW Engineering and O&M, Chief CB, and CB Ecologist as applicable IAW established installation SOPs and meet due dates and deliverables for projects as directed by the SOPs.

3.1.9 Maneuver Damage Tracking and Repair Program. Coordinate and provide assistance and input within the Installation Maneuver Damage Tracking and Repair Program. Input maneuver damage inspection, monitoring, and repair data into Maneuver Damage, Compliance, and Tracking System (MADCATS) database in the absence of Maneuver Damage Database support. Coordinate and assist in the development of an Annual Installation Monitoring and Repair

Report. Report detailed progress of repairs and the Installation entity responsible for repair of identified damages to the DPW Engineering and O&M, Range Operations ITAM/LRAM, Chief CB, and CB Ecologist as applicable. Comply with all due dates and report/map formats that are established.

3.1.10 Maneuver Corridor Coordination and Tracking. Coordinate the initiation of repair of maneuver damages from Rotational and home station exercises with DPW Engineering and O&M and Range Operations ITAM/LRAM and determine effective repairs by on-site monitoring of work. Attend End of Rotational Exercise (ENDEX) meetings and report identified damages and the installation entity responsible for repair of damages to DPW and Chief CB. Coordinate and assist in the development of a Maneuver Corridor Repair Initiation Report of the identified deficiencies and the proposed methods of repair or maintenance of the deficiencies to the DPW Engineering and O&M and Chief CB as applicable IAW established installation SOPs and meet due dates and deliverables for projects as directed by the SOPs. Track the status of maneuver corridor work to be completed as per Army current reporting method.

3.1.11 Support Preparation of Environmental Documents. In conjunction with DPW Engineering and O&M, coordinate and assist with environmental documentation (to include NEPA, permitting, 4283s, and maps) for repair of maneuver/maneuver corridor damages, maneuver training area/maneuver corridor deficiencies, and sediment basin, stream crossing, culvert, training roads/trails, and erosion repairs. Key components of this infrastructure include low water crossings, unimproved trails, and LUA improved roads. Comply with all due dates and establish reporting/mapping formats.

3.1.12 Support Preparation of Work Orders. In accordance with the protocols and procedures outlined in the United States Forest Service Special Use Permit and Plan of Operation, coordinate and provide reports to DPW Engineering and O&M with sufficient details and data for the Government to prepare work orders or contract scopes of work for repair of maneuver damages, maneuver training area deficiencies, maneuver corridor and main rotational supply route deficiencies, sediment basin maintenance and repairs, stream crossing maintenance and repairs, and training infrastructure (standing structures, low water crossings, unimproved trails, helipads, drop zones, landing strips, and LUA improved roads) repairs that are required. Comply with all due dates and established reporting/mapping formats.

3.1.13 Reverse Osmosis Water Purification Unit (ROWPU) Site(s) Mapping. Coordinate inspections of ROWPU sites. Sites will be inspected at least twice a year. Maintain a current list of approved ROWPU sites to support Installation Range Regulations. Develop approved ROWPU sites. Maintain updated electronic/digital maps of current ROWPU sites on a bi-annual basis or as needed by DPW Engineering and O&M, Chief CB, and CB Ecologist. ROWPU Annual Report to be published no later than (NLT) 1 October.

3.1.14 Maneuver Damage, Compliance, and Tracking System (MADCATS) Management. Serve as an alternate to input of maneuver damage inspection, monitoring, and repair data. Assist in the development and review of monitoring reports in accordance with MADCATS and maneuver damage SOPs and protocol. Provide technical assistance with the maneuver damage database as needed to ensure data is inputted correctly, assimilated and modeled to produce accurate reports.

3.1.15 Equipment/Building Maintenance. Track and record equipment location for use of any government equipment utilized under this effort. In accordance with Installation SOPs and timelines. While using government equipment the recipient shall periodically inspect those items to ensure they are in good working condition. The recipient shall also ensure that facilities such as office space utilized under this effort are maintained in an orderly manner to ensure that these areas are tidy and meet health and safety requirements specified in the Installation SOPs.

3.1.16 Reviews. The government may provide technical reports and documents for review during the performance period for technical review. Review these documents and report comments and recommendations IAW due dates and established Installation SOPs.

3.1.17 Reporting. Track, update, and report Common Levels of Support (CLS) or current reporting method, development and review of SOPs, annual SOP project reports (IAW approved format and SOP timelines) and weekly program activities for special events and updates. Ensure the following surveys and reports are completed within report deadlines:

ROWPU Annual Report published NLT 1 October.

Stream Crossing/Low Water Crossings survey completed NLT 31 December, Data cleanup and resurveys completed NLT 31 January, and Annual Report and mapping published NLT 15 February.

Sediment Basin Semi-annual Report and mapping published NLT 15 January, Annual Inspection completed NLT 31 July, and Annual Report and mapping published NLT 15 August; and

Bog annual surveys completed NLT 30 September and Annual Report, and mapping published NLT 31 December.

3.1.18 Meetings/Training. Attend weekly meetings to plan and implement projects. Participate in monthly safety briefings. Coordinate, track, and schedule for planning and implementing projects. Attend meetings and conferences to coordinate, brief and gather information for the CB to include NEPA, SEMP, and

Maneuver Damage. May additionally attend public meetings in support of public scoping requirements under NEPA and prepare and maintain informative displays.

Deliverables: Task 1 deliverables provided in the table below for *MANEUVER DAMAGE COORDINATION SUPPORT*.

Deliverables Table. TASK 1, MANEUVER DAMAGE COORDINATION SUPPORT		
Objectives	Frequency	Tasks
Coordinator Reports	Quarterly/ Annual As Needed	Reports to indicate new and existing personnel have completed necessary training to support efficient project execution and to indicate project progress and any elements that may impact project execution.
Coordination with Installation/Environmental Program Personnel Annual SOP reports and associated data IAW SOP timelines	Daily, Weekly, Monthly, Quarterly, Semi-annual, Annually	<i>DAILY</i> (Assist with execution aspects of monitoring and managing Maneuver Damage activities IAW CB approved SOPs, timelines, and cooperative agreements) <i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Assist with planning and oversight in coordination with the government NEPA, INRMP, T/E, Cultural PMs for maneuver damage and mitigation monitoring efforts) <i>SEMI-ANNUAL</i> (Assist with coordinating and conducting maneuver damage inspection refresher to maneuver damage inspectors)
Sediment Basin Monitoring and Mapping	Weekly, Monthly, Bi-annual, Annually, As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Coordinate inspection of Installation sediment basins, Maintain prioritized status of sediment basins in need of maintenance, Maintain updated electronic/digital maps of sediment basins) <i>BI-ANNUAL AT A MINIMUM</i> (Facilitate meetings with DPW Engineering and O&M, Chief CB, and CB Ecologist, Develop updated electronic/digital maps for the Sediment Basin Report) <i>ANNUALLY</i> (Coordinate and assist in development of prioritized Sediment Basin Report, Report/Provide detailed progress of repairs to DPW Engineering and O&M, Chief CB, and CB Ecologist,

Deliverables Table. TASK 1, MANEUVER DAMAGE COORDINATION SUPPORT		
Objectives	Frequency	Tasks
		<p>Provide Sediment Basin Report to Chief CB and CB Ecologist).</p> <p><i>AS NEEDED</i> (Provide field data and facilitate working group meeting for government staff to provide a venue and provide sufficient facts to determine maintenance and repair strategy, progress of repairs to DPW Engineering and O&M, Chief CB, and CB Ecologist, Support DPW Engineering and O&M with development of scopes of work and funding requirements defenses by providing information from previous meetings and field work data worksheets)</p>
Sediment Basin SEMP Reporting	July/August and October/ November	1-3.2A – Report sediment basins inspected and maintained are in a functional condition.
	October/ November	1-3.2B – Report percent of major repair/new construction projects for sediment basins that were funded during the fiscal year, based on annual project list.
	April /May and July/August	1-3.5A – Report percent of sediment basins that are at or near sediment capacity, based on annual or semi-annual inspection.
	April /May and July/August	1-3.5B – Report of percent of sediment basins with a failed dam, or a dam at high risk of failure, based on annual or semi-annual inspection.

Deliverables Table. TASK 1, MANEUVER DAMAGE COORDINATION SUPPORT		
Objectives	Frequency	Tasks
Stream Crossing Monitoring and Mapping	Weekly, Monthly, Bi-annual, Annually, As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Coordinate Inspection of stream crossings, Coordinate identification of maintenance needs and repair priorities, Maintain an Approved Stream Crossing Monitoring Report) <i>BI-ANNUAL</i> (Inspect each stream crossing) <i>ANNUALLY, AS NEEDED</i> (Coordinate and assist in the development of an Approved Stream Crossing Monitoring Report of prioritized approved stream crossings in need of maintenance or improvement to DPW Engineering and O&M, Chief CB, and CB Ecologist, Maintain updated electronic/digital maps of approved low- water stream crossings)
Stream Crossing SEMP Reporting	July/August October/ November July/August April/May April/May	1.3-1A – Report percent of required stream/wetland crossing maintenance activities completed on time. 1.3-1B – Report percent of major repair/new construction projects for stream and wetland crossing structures that were funded during the fiscal year, based on annual project list. 1.3-3 – Report annual review and update of approved stream/wetland crossing location map(s) for use by JRTC rotational units (RTU) and home station units (HSU). 1.3-4A – Report number of stream/wetland crossings that show erosion at the approach(es), based on annual inspection. 1.3-4B – Report number of stream/wetland crossings that show restricted flow, based on annual inspection.

Deliverables Table. TASK 1, MANEUVER DAMAGE COORDINATION SUPPORT		
Objectives	Frequency	Tasks
	April/May	1.3-4C – Report number of stream/wetland crossings that require recurring maintenance (“recurring offenders”) to correct either erosion problems at the approach(es) or flow restrictions, based on the results of an annual inspection and an unscheduled inspection event within the same fiscal year, or the results of two consecutive annual inspection events.
Training Roads/Trails Repairs	Weekly, Monthly, Quarterly, Bi-Annual Annually As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Coordinate inspections of training roads/trails, Assist with training roads/trails inspections) <i>BI-ANNUAL, AS NEEDED</i> (Maintain Training Roads/Trails Maintenance Report of prioritized training roads/trails in need of maintenance or improvement, Maintain electronic/digital maps of prioritized training roads/trails)
IUA and LUA Roads Damage Assessment	Monthly, Annually, As Needed	<i>MONTHLY, ANNUALLY, AS NEEDED</i> (Coordinate inspections to assess damage to IUA and LUA roads) <i>ANNUALLY, AS NEEDED</i> (Coordinate and assist in the development of Damage Assessment Reports and coordinate with DPW Engineering and O&M, Chief CB, and CB Ecologist)

Deliverables Table. TASK 1, MANEUVER DAMAGE COORDINATION SUPPORT		
Objectives	Frequency	Tasks
Maneuver Damage Inspections	Weekly, Monthly, Quarterly, Bi- annually, Annually	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Attend Meetings to Coordinate with DPW Engineering and O&M and Range Operations ITAM/LRAM; Compile and report damages with determination of preferred remediation and coordinate rotational clean-up with engineering entities, DPW Engineering and O&M and Range Operations ITAM/LRAM to implement repairs, Provide monthly status report for Maneuver Damage Assessment Inspection and Engineer Repair Work, Furnish reports/maps and accurate Maneuver Damage field data sheets) BI-ANNUAL (Coordinate, develop, and schedule an inspection roster of adequate numbers of environmental inspectors to support post rotational and end of exercise inspections)
Maneuver Corridor Repairs and Maintenance Assessment.	Weekly, Monthly, Quarterly, Annually	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Coordinate inspection and monitoring of Installation infrastructure within the maneuver areas, Identify and prioritize repairs and maintenance and coordinate with DPW Engineering and O&M, C, CB, and CB Ecologist to initiate repairs) <i>ANNUALLY</i> (Coordinate and assist with development and maintenance of Maneuver Corridor Assessment Report IAW Installation SOPs, Comply with due dates and deliverables of projects as established in SOPs)

Deliverables Table. TASK 1, MANEUVER DAMAGE COORDINATION SUPPORT		
Objectives	Frequency	Tasks
Maneuver Damage Tracking and Repair Program	Weekly Monthly, Quarterly, Annually As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY, AS NEEDED</i> (Coordinate and provide assistance and input within the Installation Maneuver Damage Tracking and Repair Program MADCATS, Report detailed progress of repairs and entity responsible for repairs to the DPW Engineering and O&M, C,CB, and CB Ecologist) <i>ANNUALLY</i> (Coordinate and assist in the development of an Annual Installation Monitoring and Repair Report, Comply with all due dates and report/map formats that are established)
Maneuver Corridor Coordination and Tracking	Weekly, Monthly, Quarterly, Annually, As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Coordinate repairs and maintenance with DPW Engineering and O&M and Range Operations ITAM/LRAM to determine effective repairs, Track the status of maneuver corridor work to be completed) <i>ANNUALLY, AS NEEDED</i> (Coordinate and assist in the development of the Maneuver Corridor Repair Initiation Report of identified deficiencies and proposed methods of repair or maintenance of the deficiencies to DPW Engineering and O&M, Chief CB, and CB Ecologist)
Preparation of Environmental Documents	Monthly, Annually, As Needed	<i>MONTHLY, AS NEEDED</i> , (Coordinate and assist with environmental documentation for repair of maneuver/maneuver corridor damages and maneuver training area/maneuver corridor deficiencies) <i>ANNUALLY</i> (Comply with all due dates and report/map formats that are established)

Deliverables Table. TASK 1, MANEUVER DAMAGE COORDINATION SUPPORT

Objectives	Frequency	Tasks
Preparation of Work Orders by the Government	Weekly, Monthly, Quarterly, Annually, As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY, AS NEEDED</i> (Coordinate and provide DPW Engineering and O&M detail for the Government to develop work orders or contract scopes of work of repair for maneuver damages, maneuver training area deficiencies, and maneuver corridor and main rotational supply route deficiencies and training infrastructure) <i>MONTHLY, ANNUALLY</i> (Comply with all due dates and report/map formats that are established)
Reverse Osmosis Water Purification Unit (ROWPU) Sites Mapping	Monthly, Bi-annual, As Needed	<i>MONTHLY</i> (Coordinate and assist inspections of ROWPU sites, Maintain current list of approved ROWPU sites, Assist with development of approved ROWPU sites) <i>BI-ANNUAL, AS NEEDED</i> (Assist with development of updated electronic/digital maps for the updated ROWPU sites)
MADCATS Management	As Needed	As Needed (Serve as an alternate to input maneuver damage inspection, monitoring, and repair data)
Equipment/Building Maintenance(applicable to GFP/GFE/Government Office Space provided under this agreement)	Monthly	<i>MONTHLY, AS NEEDED</i> (Inspect, Clean, and Maintain Vehicles, Dispatches, Equipment, and Government Provided Office)
Reviews	As Needed	<i>AS NEEDED</i> (Assist with the Review of Technical Reports and Documents)
Reporting	Weekly, Monthly, Quarterly, Annual	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Track, Update, and CLS or current reporting method)
Meetings/Training	Weekly, Monthly, As Needed	<i>WEEKLY, MONTHLY, AS NEEDED</i> (Attend Meetings and Conferences to Coordinate, Brief, and Gather Information for CB to include NEPA, SEMP, Maneuver Damage, and INRMP,

Deliverables Table. TASK 1, MANEUVER DAMAGE COORDINATION SUPPORT		
Objectives	Frequency	Tasks
		Attendance of All Required Meetings (i.e. Branch and Division Safety Meetings...)

3.2 Task 2 (OPTIONAL): MANEUVER DAMAGE TECHNICIAN (INFRASTRUCTURE MAINTENANCE, INSPECTION, AND ENVIRONMENTAL ANALYSIS SUPPORT)

Level of Effort. Provide (1) full-time discipline or the equivalent of 1 (FTE) annually to support CB programs through NEPA, Maneuver Damage, and Mitigation and Monitoring, INRMP and T/E Species Programs. Recipient is to provide technical recommendations and professional facilitation with infrastructure and maneuver damage repair activities such as erosion control, land rehabilitation, habitat protection, or post repair inspections. Recipient is to assist with the identification and documentation of erosion areas and provide recommendations for corrective actions. In the absence of the Maneuver Damage Coordinator the Recipient shall collect and report damage data as required within SEMP Objectives and Metrics. Proper management of program resources is necessary to achieve management goals and is critical for overall program success. Maintain a flexible work schedule to conform to CB SOP projects and special events.

Qualifications. Minimum qualification for Task 2 is a BS in environmental science, natural resources, biology, soils or 4-year professional experience in the field of environmental science, natural resources, biology, soils, or related field conducive to management all aspects of a multi-disciplinary environmental management is required. Ability to perform strenuous fieldwork in rugged terrain and weather extremes and ability to utilize a Global Positioning System (GPS) system. Expertise to map locations utilizing Geographic Information System (GIS) using ArcMap or Army’s equivalent for GIS abilities. Ability to obtain a valid Louisiana driver’s license and drive 4-wheel drive vehicles, ATVs/UTVs. Ability to pass a background investigation. Background check may include, but not limited to, criminal history, national sex offender search, and motor vehicle history. Ability to obtain and maintain a security clearance. Provide proof of U.S. Citizenship. Male applicants born after December 31, 1959, must complete a Pre-employment Certification Statement for Selective Service Registration.

3.2.1 Maneuver Damage Technician. In the event this Task is awarded, the person occupying this position shall be a Key Person, such that any change shall require prior approval in accordance with the General Terms and Conditions. If vacated, this position shall be backfilled as early as practicable. Failure to reasonably backfill the position may result in a negative performance reporting the Federal Awardee Performance and Integrity Information System (FAPIS).

3.2.2 Training Infrastructure Monitoring. In concert with DPW Engineering and O&M and Range Operations ITAM/LRAM inspect and monitor Installation infrastructure (training roads/trails, sediment basins, stream crossings, culverts, maneuver damages, erosion) within the maneuver areas. Provide reports to these entities with sufficient detail of damage assessed to enable them to develop work order requests or contract scopes of work for repair. Develop and maintain a list of infrastructure repairs. Report detailed progress of repairs to the DPW Engineering and O&M, Chief CB, and CB Ecologist. Comply with all due dates and report/map formats that are established.

3.2.3 Sediment Basin Monitoring and Mapping. Annually locate and inspect all Installation sediment basins. Collect location, GPS data, photographs, complete inspection form, and record topographical features for calculation of capacity for new sediment basins. Conduct semi-annual inspection of all sediment basins within intensive training areas. Semi-annual Report and mapping to be published NLT 15 January. Conduct annual inspection NLT 31 July of all existing sediment basins and publish Annual Report and mapping NLT 15 August. Shall determine sediment basin maintenance and repairs by training intensity, local ground cover loss of the sediment basin's relative watershed, dam/riser stability, extent of sedimentation in basin, and potential impacts to waterways. Data (to include metadata) collected shall be coordinated with the Maneuver Damage Coordinator for submittal to CB GIS Analyst. Maintain current GIS data for sediment basins. Develop a prioritized Sediment Basin Maintenance Report for coordination with Maneuver Damage Coordinator and submittal of report. Provide field inspection data to installation entities (DPW Engineering and O&M and Range Operations ITAM/LRAM) to determine required maintenance activities to include cleanout, repair, and general routine maintenance (i.e. mowing). Attend working group meetings provide sufficient facts needed to determine a prioritized maintenance and repair strategy. Maintain a prioritized status of sediment basins, in need of maintenance. Assist DPW Engineering and O&M Divisions with development of scopes of work by providing information from previous meetings and field inspection data worksheets. Maintain updated electronic/digital maps of Installation sediment basins on a bi-annual basis or as needed by DPW Engineering and O&M, Chief CB, and CB Ecologist to support the Installation's Range Regulations. Comply with established Installation SOPs and meet due dates and deliverables for projects as directed by the SOPs. Assist the Maneuver Damage Coordinator in collecting and reporting sediment basin data as required with the SEMP Objectives and Metrics.

3.2.4 Stream Crossing/Low Water Crossing Monitoring and Mapping. Annually locate and inspect all installation stream crossings and/or low water crossings NLT 31 December. Data cleanup and resurveys to be completed NLT 31 January. Annual Report and mapping published NLT 15 February. Update and maintain all stream crossing field inspection data. Inspect and identify maintenance needs and repair priority of Installation approved stream crossing

sites. Develop and submit reports of any extensively utilized or any unimproved stream crossings to the Maneuver Damage Coordinator and to Chief CB for approval and submittal to DPW for hardening of crossing. Coordinate and assist with the development of an Approved Stream Crossing Monitoring Report of prioritized approved stream crossings in need of maintenance or improvement on an annual basis or as needed by DPW Engineering and O&M, Chief CB, and CB Ecologist. Maintain updated electronic/digital maps of approved low-water stream crossing sites on an annual basis or as needed by DPW, Chief CB and CB Ecologist to support the Range Regulations. Development and maintenance of stream crossing SOPs and comply with established Installation SOPs and meet due dates and deliverables for projects as directed by the SOPs. Assist the Maneuver Damage Coordinator in the collection and reporting stream crossing data as required with the SEMP Objectives and Metrics.

3.2.5 Training Roads/Trails Repairs. Inspect training roads/trails. Collect and maintain GIS data of training roads/trails. Develop and maintain a Training Roads/Trails Maintenance Report of prioritized training roads/trails in need of maintenance or improvement on a bi-annual basis or as needed by DPW Engineering and O&M, Chief CB, and CB Ecologist. Maintain updated electronic/digital maps of prioritized training roads/trails on a bi-annual basis or as needed by DPW Engineering and O&M, Chief CB, and CB Ecologist to support Range Regulations.

3.2.6 Intensive Use Area (IUA) and Limited Use Area (LUA) Roads Damage Assessment. Inspect and access damages to IUA/LUA roads resulting from Army training and coordinate with DPW Engineering and O&M to initiate repair of these damages. Develop Damage Assessment Reports and coordinate with DPW Engineering and O&M Chief CB, and CB Ecologist IAW due dates and established reporting/mapping format.

3.2.7 Maneuver Corridor Repairs and Maintenance Assessment (all aspects of the maneuver damage corridor). Identify and Prioritize repairs and maintenance and coordinate with the DPW Engineering and O&M and Range Operations ITAM/ LRAM to initiate repair of these damages. Develop Maneuver Corridor Assessment Reports and coordinate with DPW Engineering and O&M, Chief CB, and CB Ecologist as applicable IAW established installation SOPs and meet due dates and deliverables for projects as directed by the SOPs.

3.2.8 Maneuver Damage Tracking and Repair Program. Assist with the coordination of repairs with the Installation Maneuver Damage Tracking and Repair Program. Develop Annual Installation Monitoring and Repair Report. Report detailed progress of repairs and the Installation entity responsible for repair of identified damage to the DPW Engineering and O&M, Chief CB, and CB Ecologist as applicable. Comply with all due dates and report/map formats that are established.

3.2.9 Maneuver Corridor Coordination and Tracking. Assist with the coordination of repairs and maintenance with DPW Engineering and O&M and Range Operations ITAM/LRAM and determine effective repairs by on-site monitoring of work. Track the status of maneuver corridor work to be completed as per requirements of Army CLS or current reporting method. Develop Maneuver Corridor Repair Initiation Report of the identified deficiencies and the proposed methods of repair or maintenance of the deficiencies to the DPW Engineering and O&M, Chief CB, and CB Ecologist as applicable IAW established installation SOPs and meet due dates and deliverables for projects as directed by the SOPs.

3.2.10 Maneuver Damage Inspections. IAW with established SOPs, assist the Installation's Maneuver Damage Program. Perform maneuver damage inspections after training events and major training rotations to determine the extent, location, and degree of natural resources damages. Compile and report damages to the Maneuver Damage Coordinator with determination of preferred remediation and coordinate rotational clean-up with DPW Engineering and O&M and Range Operations ITAM/LRAM to implement repairs. Provide monthly status report for Maneuver Damage Assessment Inspection and Engineer Repair Work. Furnish reports/maps and accurate Maneuver Damage field data sheets to the DPW Engineering and O&M, Range Operations ITAM/LRAM, Chief CB, and CB Ecologist as applicable. Attend meetings to coordinate with engineering entities, DPW Engineering and O&M and Range Operations ITAM and LRAM. Comply with all due dates and report/map formats that are established.

3.2.11 Other Training Infrastructure Monitoring. In concert with DPW Engineering and O&M and in accordance with Installation SOPs and the United States Forest Service Special Use Permit and Plan of Operation inspect and monitor Installation infrastructure within the maneuver areas. Provide reports to DPW Engineering and O&M with sufficient detail of damage assessed to assist these Divisions in developing work order requests or contract scopes of work for repair. Develop and maintain a list of infrastructure repairs. Infrastructure to be inspected includes but not limited to real property, ranges and range facilities, landing zones, forward landing strips, drop zones, maintenance and sustainment of access roads and grounds, and erosion issues. List is to be provided to DPW Engineering and O&M, Chief CB, and CB Ecologist IAW due dates and established reporting/mapping format.

3.2.12 Bog Inspections. Assist Maneuver Damage Database Manager to ensure annual bog inspections are completed NLT 30 September to determine if management strategies are adequately protecting quality bogs from adverse impacts due to military training and the percent of "high quality" and potentially "at risk" bogs directly impacted by military activities (SEMP Tasks 2-4.3 and 2-4.5) and publication of Annual Report and mapping NLT 31 December.

3.2.13 Support Preparation of Environmental Documents. In conjunction with DPW Engineering and O&M assist with environmental documentation (to include NEPA, permitting, 4283s, and maps) for repair of maneuver/maneuver corridor damages, maneuver training area/maneuver corridor deficiencies, and sediment basin, stream crossing, culvert, training roads/trails, and erosion repairs. The key component of this infrastructure includes low water crossings, unimproved trails, and improved roads. Comply with all due dates and establish reporting/mapping formats.

3.2.14 Support Preparation of Work Orders. Provide reports to DPW Engineering and O&M with sufficient details to assist these Divisions in developing and preparing work orders or contract scopes of work for repair of maneuver damages, maneuver training area deficiencies, maneuver corridor and main rotational supply route deficiencies, sediment basin maintenance and repairs, stream crossing maintenance and repairs, and training infrastructure (standing structures, low water crossings, unimproved trails, helipads, drop zones, landing strips, and LUA improved roads) repairs that are required. Comply with all due dates and established reporting/mapping formats.

3.2.15 Watershed Management and Implementation. Watershed management is achieved through multiple programs outlined within the INRMP section D, Program Elements. These programs (e.g. ITAM, LRAM, Maneuver Damage, T&E, sensitive species, wetlands, water resources and forest management) pursue planned goals, objectives targets, and indicators of target effectiveness that address watersheds and/or land degradation.

Identify and document (GIS data) erosion areas which may require best management practices (BMPs) such as sediment basins, silt fences, check dams, riprap in drainage pathways, reseeding, or enhancement of wider vegetated buffers adjacent to streams may all be utilized where appropriate and applicable. Provide reports with sufficient detail of damage assessed to assist with the development of corrective action requirements with DPW Engineering and O&M and Range Operations ITAM/LRAM to enable work order requests or other contract scopes of work for repairs. Monitor, track, and document corrective actions.

3.2.16 GIS Support and Mapping. Identify damage to natural resources, monitor and track mitigation/repair efforts, and prepare documentation for additional training activities by providing GIS assistance to track mitigation and repair. GIS support includes infrastructure, maneuver damage, low water crossings, stream crossings, sediment basins, culverts, roads, trails, and unimproved grounds. Attend and participate in monthly meetings with NEPA (Maneuver Damage and SEMP), INRMP, and CB GIS Support to ensure database layers are current and up-to-date and IAW with all plans, projects, and SOPs.

3.2.17 Equipment/Building Maintenance. Track and record equipment location for use of any government equipment utilized under this effort. In accordance with Installation SOPs and timelines. While using government equipment the recipient shall periodically inspect those items to ensure they are in good working condition. The recipient shall also ensure that facilities such as office space utilized under this effort are maintained in an orderly manner to ensure that these areas are tidy and meet health and safety requirements specified in the Installation SOPs.

3.2.18 Reviews. The government may provide technical reports and documents for technical review during the performance period. Review these documents and report comments and recommendations IAW due dates and established Installation SOPs.

3.2.19 Reporting. Track, update, and report CLS or current reporting method, development and review of SOPs, annual SOP project reports (IAW approved format and SOP timelines) and weekly program activities for special events and updates.

Stream Crossing/Low Water Crossings survey completed NLT 31 December, Data cleanup and resurveys completed NLT 31 January, and Annual Report and mapping published NLT 15 February.

Sediment Basin Semi-annual Report and mapping published NLT 15 January, Annual Inspection completed NLT 31 July, and Annual Report and mapping published NLT 15 August.

Bog annual surveys completed NLT 30 September and Annual Report, and mapping published NLT 31 December.

3.2.20 Meetings/Training. Attend weekly meetings to plan and implement projects. Participate in monthly safety briefings. Coordinate, track, and schedule for planning and implementing projects. Attend meetings and conferences to coordinate, brief and gather information for the CB to include NEPA, SEMP, Maneuver Damage, and INRMP. May additionally attend public meetings in support of public scoping requirements under NEPA and prepare and maintain informative displays. Attend all required meetings as determined by the ACOR and provide all pertinent information within one business day or as required. Meetings and conferences to be approved by the ACOR.

3.2.21 MADCATS Management. In the absence of the Maneuver Database Manager, serve as alternate for input of maneuver damage inspection, monitoring, and repair data. Develop monitoring reports in accordance with MADCATS and maneuver damage SOPs and protocol. Provide technical assistance with the maneuver damage database as needed to ensure data is inputted correctly, assimilated and modeled to produce accurate reports.

Deliverables: Task 2 (OPTIONAL) deliverables provided in the table below for MANEUVER DAMAGE TECHNICIAN.

Deliverables Table. TASK 2, (OPTIONAL) MANEUVER DAMAGE TECHNICIAN		
Objectives	Frequency	Tasks
Infrastructure Monitoring	Weekly, Monthly, Annually, As Needed	<i>WEEKLY</i> (Inspect and monitor Installation infrastructures within the maneuver area) <i>MONTHLY</i> (Provide reports of sufficient detail of damage assessed to DPW Engineering and O&M and Range Operations ITAM/LRAM, Develop and maintain a list of infrastructure repairs, Report detailed progress of repairs to DPW Engineering and O&M, Chief CB, and CB Ecologist) <i>ANNUALLY, AS NEEDED</i> (Provide list and progress of repairs and status to Chief CB and CB Ecologist)
Sediment Basin Monitoring	Monthly, Bi-annual, Annual, As Needed	<i>MONTHLY</i> (Inspect Installation sediment basins, Collect and maintain current GIS data for sediment basins, Develop a prioritized Sediment Basin Report, Maintain a prioritized status of sediment basins) <i>BI-ANNUAL AT A MINIMUM</i> (Facilitate meetings with DPW Engineering and O&M, Chief CB, and CB Ecologist) <i>ANNUALLY</i> (Report/Provide detailed progress of repairs to DPW Engineering and O&M, Chief CB, and CB Ecologist, Provide Sediment Basin Report to Chief CB and CB Ecologist) <i>AS NEEDED</i> (Provide field data and facilitate working group meeting for government staff to provide a venue and provide sufficient facts to determine maintenance and repair strategy, progress of repairs to DPW Engineering and O&M, Chief CB, and CB Ecologist, Support DPW Engineering and O&M with development of scopes of work and funding requirements defenses by providing information from previous meetings and field work data worksheets)
Sediment Basin Mapping	Monthly, Bi-annual, As Needed	<i>MONTHLY/AS NEEDED</i> (Maintain updated electronic/digital maps of sediment basins) <i>BI-ANNUAL</i> (Develop updated electronic/digital maps for the Sediment Basin Report)

Deliverables Table. TASK 2, (OPTIONAL) MANEUVER DAMAGE TECHNICIAN		
Objectives	Frequency	Tasks
Sediment Basin SEMP Reporting	July/August and October/November	1-3.2A – Report sediment basins inspected and maintained are in a functional condition.
	October/November	1-3.2B – Report percent of major repair/new construction projects for sediment basins that were funded during the fiscal year, based on annual project list.
	April /May and July/August	1-3.5A – Report percent of sediment basins that are at or near sediment capacity, based on annual or semi-annual inspection.
	April/May and July/August	1-3.5B – Report of percent of sediment basins with a failed dam, or a dam at high risk of failure, based on annual or semi-annual inspection.
Stream Crossing Monitoring	Weekly, Monthly, Quarterly, Bi-annual Annually As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Identify maintenance needs and repair priorities, Maintain an Approved Stream Crossing Monitoring Report) <i>BI-ANNUAL</i> (Inspect each stream crossing) <i>ANNUALLY, AS NEEDED</i> (Develop an Approved Stream Crossing Monitoring Report of prioritized approved stream crossings in need of maintenance or improvement to DPW Engineering and O&M, Chief CB, and CB Ecologist)
Stream Crossing Mapping	Annually, As Needed	<i>ANNUALLY, AS NEEDED</i> (Maintain updated electronic/digital maps of approved low water stream crossings)
Stream Crossing SEMP Reporting	July/August	1.3-1A – Report percent of required stream/wetland crossing maintenance activities completed on time.
	October/November	1.3-1B – Report percent of major repair/new construction projects for stream and wetland crossing structures that were funded during the fiscal year, based on annual project list.
	July/August	1.3-3 – Report annual review and update of approved stream/wetland crossing location map(s) for use by JRTC RTUs and HSUs.

Deliverables Table. TASK 2, (OPTIONAL) MANEUVER DAMAGE TECHNICIAN		
Objectives	Frequency	Tasks
	April/May	1.3-4A – Report number of stream/wetland crossings that show erosion at the approach(es), based on annual inspection.
	April/May	1.3-4B – Report number of stream/wetland crossings that show restricted flow, based on annual inspection.
	April/May	1.3-4C – Report number of stream/wetland crossings that require recurring maintenance (“recurring offenders”) to correct either erosion problems at the approach(es) or flow restrictions, based on the results of an annual inspection and an unscheduled inspection event within the same fiscal year, or the results of two consecutive annual inspection events.
Training Roads/Trails Repairs	Weekly, Monthly, Quarterly, Bi-Annual Annually As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Inspect roads/trails) <i>BI-ANNUAL, AS NEEDED</i> (Collect and maintain Training Roads/Trails Maintenance Report of prioritized training roads/trails in need of maintenance or improvement, Maintain electronic/digital maps of prioritized training roads/trails)
IUA and LUA Roads Damage Assessment	Monthly, Annually, As Needed	<i>MONTHLY, ANNUALLY, AS NEEDED</i> (Inspect and access damages to IUA and LUA roads) <i>ANNUALLY, AS NEEDED</i> (Develop Damage Assessment Reports and coordinate with DPW Engineering and O&M, Chief CB, and CB Ecologist)
Maneuver Damage Inspections	Weekly, Monthly, Quarterly, Bi-annually, Annually, As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY, AS NEEDED</i> (Conduct and Inspect for maneuver damages, Attend Meetings to Coordinate with DPW and Range Control entities)

Deliverables Table. TASK 2, (OPTIONAL) MANEUVER DAMAGE TECHNICIAN		
Objectives	Frequency	Tasks
Maneuver Corridor Repairs and Maintenance Assessment.	Weekly, Monthly, Quarterly, Annually	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>WEEKLY, MONTHLY</i> (Identify and prioritize repairs and maintenance and coordinate with DPW Engineering and O&M and Chief CB to initiate repairs) <i>ANNUALLY</i> (Develop and maintain a Maneuver Corridor Assessment Report IAW Installation SOPs, Comply with due dates and deliverables of projects as established in SOPs)
Maneuver Damage Tracking and Repair Program	Weekly, Monthly, Quarterly, Annually As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY, AS NEEDED</i> (Coordinate repairs with Installation Maneuver Damage Tracking and Repair Program, Report detailed progress of repairs and entity responsible for repairs to the DPW Engineering and O&M, Chief CB, and CB Ecologist) <i>ANNUALLY</i> (Develop Annual Installation Monitoring and Repair Report, Comply with all due dates and report/map formats that are established)
Maneuver Corridor Coordination and Tracking	Weekly, Monthly, Quarterly, Annually, As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Coordinate repairs and maintenance with DPW and Range entities to determine effective repairs, Track the status of maneuver corridor work to be completed) <i>ANNUALLY, AS NEEDED</i> (Develop Maneuver Corridor Repair Initiation Report of identified deficiencies and proposed methods of repair or maintenance of the deficiencies to DPW Engineering and O&M, Chief CB, and CB Ecologist)

Deliverables Table. TASK 2, (OPTIONAL) MANEUVER DAMAGE TECHNICIAN		
Objectives	Frequency	Tasks
Other Training Infrastructure Monitoring (includes but not limited to real property, ranges, range facilities, landing zones, forward landing strips, drop zones, maintenance and sustainment of access roads and grounds, and erosion issues)	Weekly, Monthly, Annually, As Needed	<i>WEEKLY</i> (Inspect and monitor Installation infrastructures within the maneuver area) <i>MONTHLY</i> (Provide reports of sufficient detail of damage assessed to DPW and Range entities, Develop and maintain a list of infrastructure repairs, Report detailed progress of repairs to DPW Engineering and O&M, Chief CB, and CB Ecologist) <i>ANNUALLY, AS NEEDED</i> (Provide list and progress of repairs and status to Chief CB and CB Ecologist)
Bog Monitoring Assistance	Annual Annual	Surveys completed NLT 30 September Annual Bog Report/Mapping published NLT 31 December
Preparation of Environmental Documents	Monthly, Annually, As Needed	<i>MONTHLY, AS NEEDED</i> , (Coordinate and assist with environmental documentation for repair of maneuver/maneuver corridor damages and maneuver training area/maneuver corridor deficiencies) <i>ANNUALLY</i> (Comply with all due dates and report/map formats that are established)
Preparation of Work Orders	Weekly, Monthly, Quarterly, Annually, As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY, AS NEEDED</i> (Provide DPW entities details to develop work orders or contract scopes of work of repair for maneuver damages, maneuver training area deficiencies, and maneuver corridor and main rotational supply route deficiencies and training infrastructure) <i>MONTHLY, ANNUALLY</i> (Comply with all due dates and report/map formats that are established)

Deliverables Table. TASK 2, (OPTIONAL) MANEUVER DAMAGE TECHNICIAN		
Objectives	Frequency	Tasks
Watershed Management and Implementation	Monthly, Quarterly, As Needed	<i>MONTHLY, QUARTERLY, AS NEEDED</i> (Identify and document erosion areas which may require BMPs with sufficient detail of damage assessed to assist with the development of corrective action requirements with DPW and Range entities to enable work order requests or other contract scopes of work for repairs. Monitor, track, and document corrective actions.)
GIS Support and Mapping	Monthly, As Needed	<i>MONTHLY, AS NEEDED</i> (Identify damages to natural resources, Monitor mitigation/repair efforts, and preparation of additional training activities, Provide GIS assistance to track mitigation and repair, Attend meetings with NEPA (Maneuver Damage and SEMP), INRMP, and CB GIS Support to ensure database layers are up-to-date and IAW with all plans, projects and SOPs)
Equipment/Building Maintenance (applicable to GFP/GFE/Government Office Space provided or used under this agreement)	Monthly, As Needed	<i>MONTHLY, AS NEEDED</i> (Inspect, Clean, and Maintain Vehicles, Dispatches, Equipment, and Government Provided Office)
Reviews	As Needed	<i>AS NEEDED</i> (Assist with the Review of Technical Reports and Documents)
Reporting	Weekly, Monthly, Quarterly, Annual Semi-annual	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Track, Update, and Report CLS or current reporting method) <i>ANNUALLY</i> (Develop, Review, and Update SOPs, and Annual SOP project reports) Publish Semi-Annual Sediment Basin Report and Mapping NLT 15 January

Deliverables Table. TASK 2, (OPTIONAL) MANEUVER DAMAGE TECHNICIAN		
Objectives	Frequency	Tasks
	Annual	Publish Annual Stream Crossing/Low Water Crossing Report and Mapping NLT 15 February
	Annual	Publish Annual Sediment Basin Report and Basin NLT 15 August
Meetings/Training	Weekly, Monthly, As Needed	<i>WEEKLY, MONTHLY, AS NEEDED</i> (Attend Meetings and Conferences to Coordinate, Brief, and Gather Information for CB to include NEPA, SEMP, Maneuver Damage, and INRMP, Attendance of All Required Meetings (i.e. Branch and Division Safety Meetings...))

3.3 Task 3: (OPTIONAL): MANEUVER DAMAGE DATABASE MANAGEMENT SUPPORT

Level of Effort. Provide 1) or full-time equivalent (FTE) annually to assist CB programs through NEPA, Maneuver Damage, and Mitigation and Monitoring, INRMP and T/E Programs. Recipient will collect, transcribe, and enter maneuver damage field data into a database and apply data to generate graphs, charts, reports and presentations as necessary to provide information support. Maintain a flexible work schedule to conform to special projects/event requests and to facilitate the collection of maneuver damage data.

Qualifications. Minimum qualification for Task 3 is a high school diploma, equivalent, 4-year professional or military experience in the field of database management, monitoring impacts due to military training, erosion control, sustainment of training land is required in environmental science, natural resources, soils, or related field conducive to management all aspects of a multi-disciplinary environmental management is required. Preferred: Associates/BS in the field of environmental science, natural resources, soils, or related field conducive to management all aspects of a multi-disciplinary environmental management. Ability to perform strenuous fieldwork in rugged terrain and weather extremes and ability to utilize a Global Positioning System (GPS) system. Expertise to map locations utilizing Geographic Information System (GIS) using ArcMap or Army's equivalent for GIS abilities. Ability to obtain a valid Louisiana driver's license and drive 4-wheel drive vehicles, ATVs/UTVs. Ability to pass a background investigation. Background check may include, but not limited to, criminal history, national sex offender search, and motor vehicle history. Ability to obtain and maintain a security clearance. Provide proof of U.S. Citizenship. Male applicants born after December 31, 1959, must complete a Pre-employment Certification Statement for Selective Service Registration.

3.3.1 Maneuver Damage Database Manager. In the event this Task is awarded, this discipline would be considered by the government to be a Key Personnel position and if vacated shall be backfilled as early as practicable. Failure to backfill the position may result in a negative performance reporting the Federal Awardee Performance and Integrity Information System (FAPIS).

3.3.2 Coordination with Installation/Environmental Program Personnel. Assist with coordination of installation efforts to manage and maintain maneuver damage data through Conservation Branch approved Maneuver Damage SOPs and cooperative agreement in direct coordination with the Maneuver Damage Coordinator. Coordination includes various ENRMD personnel and other concerned parties, including the Maneuver Damage Program, Cultural Resources Program, INRMP, T/E Program, NEPA Program, and other ENRMD branches and other Army directorates. Collect and report maneuver damage data as required within the SEMP Objectives and Metrics.

3.3.3 MADCATS Management: In the absence of the Maneuver Database Manager, serve as alternate for input of maneuver damage inspection, monitoring, and repair data. Develop monitoring reports in accordance with MADCATS and maneuver damage SOPs and protocol. Provide technical assistance with the maneuver damage database as needed to ensure data is inputted correctly, assimilated and modeled to produce accurate reports.

3.3.4 Maneuver Inspections. Assist with maneuver damage inspections on both Army and USFS lands after training events and major training rotations and attend associated meetings/briefs following training exercises.

3.3.5 Bog Inspections. In coordination with the CB Botanist, ensure annual bog inspections are completed NLT 30 September to determine if management strategies are adequately protecting quality bogs from adverse impacts due to military training and the percent of “high quality” and potentially “at risk” bogs directly impacted by military activities (SEMP Tasks 2-4.3 and 2-4.5) and publication of Annual Report and mapping NLT 31 December.

3.3.6 In the Absence of Task 2, Maneuver Damage Technician. The Recipient will also perform the deliverables within Task 2. During a rotation in which the Maneuver Damage Technician is absent.

3.3.7 Reviews. The government may provide technical reports and documents for technical review during the performance period. Review these documents and report comments and recommendations IAW due dates and established Installation SOPs.

3.3.8 Reporting. Track, update, and report CLS or current reporting method, development and review of SOPs, annual SOP project reports (IAW approved format and SOP timelines) and weekly program activities for special events and

updates. Report on SEMP objectives and metrics (crossings, basins, and bogs) as needed.

3.3.9 Government Provided Equipment/Office Maintenance. Track and record equipment location for use of any government equipment utilized under this effort. In accordance with Installation SOPs and timelines. While using government equipment the recipient shall periodically inspect those items to ensure they are in good working condition. The recipient shall also ensure that facilities such as office space utilized under this effort are maintained in an orderly manner to ensure that these areas are tidy and meet health and safety requirements specified in the Installation SOPs.

3.3.10 Meetings/Training. Attend all working meetings necessary to gather information to support accurate management of maneuver damage data. Collaborate with the Installation Conservation Branch to determine if participation and/or attendance of additional technical conferences are necessary to further develop management strategies for tracking and reporting maneuver damage data.

Deliverables: Task 3 (OPTIONAL) deliverables provided in the table below for MANEUVER DAMAGE DATABASE MANAGEMENT.

Deliverables Table. TASK 3 (OPTIONAL) MANEUVER DAMAGE DATABASE SUPPORT		
Objectives	Frequency	Tasks
Data Entry and Coordination	Weekly, Monthly, Annually, As Needed	<i>WEEKLY</i> (Data entry into MADCATS program) <i>MONTHLY</i> (Provide reports of sufficient detail of damage assessed to DPW Engineering and O&M, Range Operations ITAM/LRAM, Develop and maintain a list of infrastructure repairs, Report detailed progress of repairs to DPW Engineering and O&M, Chief CB, and CB Ecologist) <i>ANNUALLY, AS NEEDED</i> (Provide list and progress of repairs and status to Chief CB and CB Ecologist)
Maneuver Damage	Weekly, Monthly, Annually, As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY, AS NEEDED</i> (Coordinate repairs with Installation Maneuver Damage Tracking and Repair Program, Report detailed progress of repairs and entity responsible for repairs to the DPW Engineering and O&M, Chief CB, and CB

Deliverables Table. TASK 3 (OPTIONAL) MANEUVER DAMAGE DATABASE SUPPORT		
Objectives	Frequency	Tasks
		Ecologist). <i>ANNUALLY</i> (Develop Annual Installation Monitoring and Repair Report, Comply with all due dates and report/map formats that are established)
Maneuver Corridor Coordination and Tracking	Weekly, Monthly, Quarterly, Annually, As Needed	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Assist with reporting CLS) <i>MONTHLY</i> (Coordinate repairs and maintenance with DPW Engineering and O&M and Range Operations ITAM/LRAM to determine effective repairs, Track the status of maneuver corridor work to be completed) <i>ANNUALLY, AS NEEDED</i> (Develop Maneuver Corridor Repair Initiation Report of identified deficiencies and proposed methods of repair or maintenance of the deficiencies to DPW Engineering and O&M, Chief CB, and CB Ecologist
Maneuver Damage Inspections	Monthly	<i>MONTHLY</i> (Perform inspections to determine extent, location, and degree of natural resources damages, Compile and Report Damages to Maneuver Damage Coordinator with determination of preferred remediation, Coordinate rotational clean-up with engineering entities, DPW and Range entities; Provide status report for Maneuver Damage Assessment Inspection and Engineer Repair Work, Furnish reports/maps and accurate Maneuver Damage field data to DPW and Range entities, C, CB, and CB Ecologist as applicable, Attend Meetings to Coordinate with DPW and Range Entities) <i>ANNUALLY</i> (Comply with all due dates and established reporting/mapping formats)

Deliverables Table. TASK 3 (OPTIONAL) MANEUVER DAMAGE DATABASE SUPPORT		
Objectives	Frequency	Tasks
Training Infrastructure Monitoring Sediment Basin Monitoring and Mapping Stream Crossing Monitoring and Mapping, Training Roads/Trails Repairs IUA and LUA Roads Damage Assessment Maneuver Corridor Repairs and Maintenance Assessment (all aspects of the maneuver damage corridor) Maneuver Damage Tracking and Repair Program Maneuver Corridor Coordination and Tracking Maneuver Damage Inspections Other Training Infrastructure Monitoring Preparation of Environmental Documents	In the Absence of Task 2, Maneuver Damage Technician	<i>See Deliverables in Task 2</i>

Deliverables Table. TASK 3 (OPTIONAL) MANEUVER DAMAGE DATABASE SUPPORT		
Objectives	Frequency	Tasks
Preparation of Work Orders Watershed Management and Implementation GIS Support and Mapping.		
Bog Inspections (SEMP Tasks 2-4.3 and 2-4.5)	Annually	Annual, NLT 30 September determine if management strategies are adequately protecting quality bogs from adverse impacts due to military training and the percent of “high quality” and potentially “at risk” bogs directly impacted by military activities Annual Report and mapping published NLT 31 December
Equipment/Building Maintenance (applicable to GFP/GFE/ Government Office Space provided or used under this agreement)	Monthly, As Needed	<i>MONTHLY, AS NEEDED</i> (Inspect, Clean, and Maintain Vehicles, Dispatches, Equipment, and Government Provided Office)
Reviews	As Needed	<i>AS NEEDED</i> (Assist with the Review of Technical Reports and Documents)
Reporting	Weekly, Monthly, Quarterly, Annual	<i>WEEKLY, MONTHLY, QUARTERLY, ANNUALLY</i> (Track, Update, and CLS or current reporting method) <i>ANNUALLY</i> (Develop, Review, and Update SOPs, and Annual SOP project reports, SEMP objectives and metrics (crossings, basins, and bogs as needed))

Deliverables Table. TASK 3 (OPTIONAL) MANEUVER DAMAGE DATABASE SUPPORT		
Objectives	Frequency	Tasks
Meetings/Training	Weekly, Monthly, As Needed	<i>WEEKLY, MONTHLY, AS NEEDED</i> (Attend Meetings and Conferences to Coordinate, Brief, and Gather Information for CB to include NEPA, SEMP, Maneuver Damage, and INRMP, Attendance of All Required Meetings (i.e. Branch and Division Safety Meetings...))

3.4 Task 4: (OPTIONAL): VEHICLE SUPPORT

Level of Effort. In the event Optional Tasks 2 and 3 are necessary to meet the Installation’s Military Readiness Training missions that are likely to include multiple training rotations simultaneously, there would not be enough vehicles available to complete execution of the optional tasks 2 & 3 technical activities. Therefore, the recipient shall provide one (1) 4X4 vehicle with winch and necessary support accessories for all-weather terrain.

3.5 Task 5: (OPTIONAL): VEHICLE SUPPORT

Level of Effort. In the event the Installation’s Military Readiness Training missions change to the highest level and require significant expansions in rotations simultaneously there would not be enough vehicles available to accommodate execution of required activities associated with all three tasks. Therefore, the recipient will provide one additional 4X4 vehicle with winch and necessary support accessories for all-weather terrain.

4.0 QUALIFICATIONS

4.1 Technical qualifications are described in detail for each task in the above sections.

4.2 Requirements: Must be able to attain a Common Access Card (CAC) and Local Access Network (LAN) account to work on a government network. CAC holders must minimally have an initiated National Agency Check with Written Inquiries (NACI) and a favorable completion of a Federal Bureau of Investigation (FBI) fingerprint check, or a DoD- determined equivalent investigation, or a higher-level security clearance. With the exception of Affiliated Volunteers requiring network access, employees are only required to have an initiated National Agency Check (NAC), and a favorable completion of an automated FBI National Criminal History Check (fingerprint check). If the NACI process is completed and employees are not approved, a CAC will not be issued. Must be able to complete a System Authorization Access Request (SAAR) DD Form 2875 and initial baseline training for

operation security and computer security training. If these requirements are not completed a LAN or email account cannot be granted.

5.0 GOVERNMENT FURNISHED MATERIALS OR PROPERTY

5.1 Physical Data: Copies of or access to all data files, maps, aerial photography, satellite imagery, reports, studies, and Army Regulations that are relevant to the work will be made available

5.2 Facility: Use of office space and access to the Army network is necessary to complete the work associated with this agreement.

5.3 Equipment: One (1) vehicle will be provided to assist with this cooperative agreement, subject to availability.

Government furnished materials or property is governed by 2 C.F.R. Part 200.312 which states that a) Title to federally owned property remains vested in the Federal government. The non-Federal entity must submit annually an inventory listing of federally owned property in its custody to the Federal awarding agency. Upon completion of the Federal award or when the property is no longer needed, the non-Federal entity must return the property to the Federal awarding agency for further Federal agency utilization.

6.0 RECIPIENT FURNISHED EQUIPMENT. Recipient will furnish necessary equipment and supplies to inspect, identify, and monitor damaged sites and inspect and monitor infrastructure (environmentally sensitive sites, roads, trails, sediment basins, low water crossings, and ROWPUs). Four-wheel drive equipment (ATV/UTV/etc.) capable of accomplishing inspecting and monitoring activities within a rugged terrain, laptop computers (to include headphone(s), web camera(s) mobile hotspot, Wi-Fi router or compatible device for mobile internet access); Cellular phone and monthly service; Handheld GPS Unit (good to a meter accuracy); Jumper Cables, Safety Triangles, Boots, Eye protection, Gloves, Ear protection, Respiratory, Hardhat, and Any other required PPE); GIS Software compatible with Government Operating Systems; pdf or other editing software compatible with Government Operating **Systems. See Exhibit 1 for recommended general supplies & materials necessary to support this effort.**

7.0 PURCHASES OF NON-GOVERNMENT FURNISHED PROPERTY. The Recipient will be responsible for the purchase of personal safety items, office supplies, field supplies, signage, GPS Trimble handhelds and accessories (Trimble GPS computer software and maintenance), and ArcGIS.

8.0 TRAVEL. Travel may be required to other locations to attend training, meetings, and/or conferences. The Recipient should coordinate any anticipated travel with the installation to determine if it will benefit regional natural resource goals and to

ensure that travel will not adversely affect project execution that could impact military missions. Additionally, travel may be required to conduct aerial surveys using installation aviation assets.

- 9.0 GOVERNMENT HOLIDAYS. Maneuver Damage inspection and data input are time sensitive and therefore the Recipient must have a flexible work schedule to support the Army mission and may need to occasionally work designated government holidays such as those listed below in order to support ongoing military readiness missions and meet specified timelines for required inspections. In the event that there are inclement weather days or an executive order for an additional holiday, the recipient would need to follow protocols set by their agency for such incidents.

New Year' Day	Labor Day
Martin Luther King Jr. Birthday	Columbus Day
President's Day	Veteran's Day
Juneteenth	Thanksgiving Day
Memorial Day	Christmas Day
Independence Day	

10.0 PERIOD OF PERFORMANCE

10.1 Base Effort – The Base Period of Performance must start no later than 12 June 2026 in order to meet critical timelines associated with military routine missions and seasonal natural resource elements within the Installation's INRMP. The Base Period will include Task 1 and may include optional tasks described below. The Base Period will extend 12 months from the date of award.

10.2 Follow-On Periods – This project will include four 12-month follow-on periods with the first one beginning at the end of the Base Period. Follow-On Periods will be awarded based on project conditions, needs and available funding. Each awarded Follow-On Period of Performance will include Task 1 and may include optional tasks described below.

10.3 Optional Tasks – Tasks 2 thru 5 are optional tasks that may be awarded once during each Task 1 period of performance and will be awarded based on project conditions, needs and available funding. These tasks will be 12 months from the date of award.

11.0 COORDINATION

USACE Fort Worth District POC
Kathy Mitchell
817 886-1709
kathy.s.mitchell@usace.army.mil

Installation POCs

Chief, Conservation Branch
Allison Cedars
520-692-8655
allison.m.cedars.civ@army.mil

Deputy Chief, Conservation Branch
Jason Waguespack
520-692-2222
jason.f.waguespack.civ@army.mil

Chief, Environmental Division
Jonathan West
520-945-9220
jonathan.a.west6.civ@army.mil

12.0 Post Award & Invoice Processes

12.1. 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.

12.1.1. 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
Q1: Oct-Dec	Q1: 31 Jan
Q2: Jan-Mar	Q2: 30 Apr
Q3: Apr-Jun	Q3: 30 Jul
Q4: Jul-Sep	Q4: 31 Oct

12.1.2. 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.**

12.1.3. SF270 Request for Advance or Reimbursement

12.1.3.1 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/>.**

12.1.3.2. 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.**

12.1.4. 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.

12.2. 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>.

13.0 Other Post Award Project Requirements

13.1 A kick-off meeting via teleconference will be conducted within fifteen (15) calendar days following the award. The teleconference will be held with USACE POC and Installation POC(s). The Recipient will provide an agenda and minutes for the kick-off teleconference. The Recipient will develop meeting preparation materials (agenda, applicable handouts, schedule, etc.), and schedule and conduct task kick-off teleconference to present their plan for performing the deliverables. The Recipient is responsible for taking notes and furnishing minutes.

The Recipient shall prepare a plan to include all tasks under the SOO. The plan, based on the schedule prepared as part of the Cooperative's proposal, shall present the schedule, management and technical approach, roles and responsibilities of key personnel, and resources required for the planning, execution, and completion of each task's objectives.

13.2 Any onsite meetings between the Recipient and Installation POC(s) will include a USACE POC to be present either in person or via telecommunications.

13.3 Any communications dealing with Cooperative personnel and or budget will include USACE POC and Installation POC.

13.4 Quarterly meetings will be held via teleconference between Recipient, Installation POC, and USACE POC to discuss remaining budget, personnel issues and scheduling.

13.5 Field Data. Any field data collected by the Recipient belongs to the Government and is not to be used for personnel gain or use.

13.6 GIS Files. Any GIS data collected by the Recipient belongs to the Government and is not to be used for personnel gain or use.

13.7 If identified key personnel become unavailable the recipient is required to inform the GOR and Government POC and provide a reasonable timeline for backfilling that position. The recipient must provide qualifications for replacement disciplines in order to demonstrate they meet the specific qualifications outlined for each of the tasks in section 3 above.

13.8 Project Issues. There are specific periods of performance for the required tasks, and these timeframes must be observed. It is crucial that the recipient of this agreement remain vigilant and maintain active communication with the installation POC and the USACE PM to relay any significant project issues pertaining to project execution and expenditures. Should a situation arise that causes significant delays or there will be a

significant excess of funds due to changes in project conditions, the recipient must contact the installation POC and USACE PM immediately and no later than one week after the issue is recognized. The installation POC and USACE PM will determine the best way to remedy the situation and the most logical means to allocate the funds and the USACE PM will advise the recipient as to what action is necessary.

13.9 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 project. At a minimum, the report shall contain an introduction section, and one section for each Task identified in your proposal. For each Task, the report shall summarize work accomplished for the Task. INSTALLATION POC staff will review and provide comments, if any, within fifteen (15) calendar days after receipt. Must provide an electronic copy to the USACE POC at the time this document is submitted to the Installation POC.

13.10 Final Project Report. One (1) paper copy of the final report, incorporating INSTALLATION POC review comments on the draft, if any, shall be submitted no later than fifteen (15) days after receipt of the INSTALLATION 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 Installation POC.

13.11 All associated project SOPs and reports shall be maintained, developed and/or reported in the format described in Appendix A. Schedules for completion of tasks are within program SOPs and are updated annually to ensure project efficiency and project completion are met.

14.0 ADMINISTRATION

14.1 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%).

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

APPENDIX A

Report/ Project Title

Submitted by: Name of primary and alternate(s)

Submitted on: Date

Abstract (200-250 words)

- State the principal objectives and scope of project.
- Describe the methods employed and statistics if used.
- Summarize the results for all years of data collection.
- State the principal conclusions for all years.

Introductory

- Description of project (background)
- Purpose of the project
- List the goals of the project
- Project description and location (include map and written description of project location)

Materials and Methods

- Methodology of gathering data
- WHENEVER POSSIBLE include pictures of projects, stages of the project etc...
- WHENEVER POSSIBLE include detailed map of project location(s) on a map (Grids if appropriate)

Results

- Results from Data (to include trend data if applicable)
- Include Data table (trend data if applicable)
- Include a Data Chart for all years
- Discuss data ANALYSIS for all years

Discussion/ Recommendations

- Did the project meet the goals?
- Does the project need more work in order to meet the goals?
- Does the project have future goals that need to be met?
- Do the goals need to be adjusted?
- Discuss the results from the data collected (summary)
- Discuss the accomplishments
- Highlight significant accomplishments/findings
- Primary/Alternates personal thoughts on their project

References

- List of literature cited if Applicable

Appendix

- Tables, Graphs, Charts, Maps, Photos, Forms/applications for federal, state and organization data, etc.

Technical Exhibit 1 – Recommended Supplies and Materials to Support Project Objectives in a Satisfactory Manner

TECHNICAL EXHIBIT 1				
Supply Item	Estimate Number	Unit of Issue	Frequency	Associated Task
General Office Supplies (pens, pencils, markers, calendars, notepads, sticky notes...)			Lifecycle of CA	All
Truck Placards	10	Each	Lifecycle of CA	All
Work Gloves	9	Each	Safety as Needed	Task 1-3
USB Sound Monitoring Headphones	9	Each	Lifecycle of CA	Task 1-3
USB Webcam with Microphone	9	Each	Lifecycle of CA	Task 1-3
1" Binders	20	Each	Annual	Task 1-3
1 1/2" Binders	20	Each	Annual	Task 1-3
Orange Flagging	25	Box	Annual	Task 1-3
Insect Repellant	12	Box	Annual	Task 1-3
Vehicle First Aid Kit	6	Each	Lifecycle of CA	All
Vehicle Fire Extinguisher	3	Each	Lifecycle of CA	All