



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

8 June 2023

**REQUEST FOR STATEMENT OF INTEREST
W9126G-23-2-SOI-3385**

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

Gulf Coast / Southern Appalachian Mountains / Great Rivers / Great Plains CESU Regions

Project Title: Wildland Fire Management Planning for Redstone Arsenal

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

Responses to this Request for Statements of Interest will be used to identify potential organizations for this project. Approximately **\$90,358** is expected to be available to support this project for the **base period**.

NOTE: This project will be awarded under the authority of 10 USC 670c-1, **Sikes Act**: For projects for the implementation and enforcement of integrated natural resources management plans, priority shall be given to award to Federal and State agencies having responsibility for the conservation or management of fish or wildlife.

Period of Performance. The base period of agreement will extend 12 months from date of award. There are no additional follow-on periods for this agreement.

Description of Anticipated Work: See attached Statement of Objectives

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

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

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

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

Submission of Your Statement of Interest

1. Statements of Interest are due by 5:00 P.M., Central Time, on 9 July 2023
2. Submit your Statement of Interest via e-mail attachments or direct questions to:
Audria Gill
Grants Specialist
USACE, Fort Worth District
Email: Audria.J.Gill@usace.army.mil
Office: (817) 886-1925
Chanley Jenkins
Project Manager
USACE, Fort Worth District
Email: chanley.r.jenkins@usace.army.mil
Phone: 918-798-9628

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

Timeline for Review of Statements of Interest: RSOL's are required to be posted on www.Grants.gov for 30 days prior to the Government making a decision and requesting full proposals.

Thank you for your interest in our Cooperative Agreements Program.

AUSTIN.ALICE.MIL
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ALICE AUSTIN
Contracting Officer

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AUSTIN.ALICE.MILNER.1076269790
Date: 2023.06.08 08:47:52 -05'00'

Attachment: Statement of Objectives

**STATEMENT OF OBJECTIVES
FOR
CONSERVATION SUPPORT ACTIVITIES
FOR
U.S. ARMY GARRISON REDSTONE ARSENAL, AL**

Cooperative Ecosystems Studies Unit (CESU) Cooperative Agreement

1. PURPOSE

- 1.1. The United States Army Garrison (USAG) Redstone Arsenal, Alabama is responsible for environmental management, public works, fire emergency, and other services on installations lands. Article I B of the master agreement states the objectives of the CESU are to: provide research, technical assistance and education to federal land management, environmental and research agencies and their potential partners; develop a program of research, technical assistance and education that involves the biological, physical, social sciences needed to address resource issues and interdisciplinary problem-solving at multiple scales and in an ecosystem context at the local, regional, and national level; and place special emphasis on the working collaboration among federal agencies and universities and their related partner institutions.
- 1.2. The objective of the work to be performed under this cooperative agreement is to provide conservation technical support to the Redstone Arsenal Environmental Management Division (EMD) for natural resources management.

Natural resource tasks associated with this CA include the preparation of an Integrated Wildland Fire Management Plan (IWFMP) per Army Installation Wildland Fire Program Implementation Guidance dated March 15, 2021; Army Regulation (AR) 200-1 Chapter 4 Section 3.d.12 'Wildland Fire Management'; and AR 420-1 Chapter 25 Section X, and to meet land management goals and objectives. Redstone Arsenal is required to maintain and update its IWFMP every five years. The 2012 Redstone Arsenal IWFMP is a comprehensive document that lays out specific guidance, procedures, and protocols for the prevention and suppression of wildfires on the installation. However, this IWFMP is outdated and in need of major revisions to be compliant with the new Army policy guidance. In addition, the Cooperator will provide technical support to the Redstone Arsenal Wildland Fire Management Program for the development of an IWFMP that addresses a prescribed burning program implementation and integrates with existing plans and initiatives commensurate with Army Wildland Fire Policy guidance dated March 15, 2021; Army Regulation (AR) 200-1 Chapter 4 Section 3.d.12 'Wildland Fire Management'; and AR 420-1 Chapter 25 Section X and DODI 6055.06.

Work conducted under this cooperative agreement must be in accordance with 16 U.S.C. 671c-1, Cooperative and Interagency Agreements for Land Management on Installations. In accordance with its mission, USAG must comply with federal laws, including National Environmental Policy Act of 1969 (42 U.S.C § 4321 et seq.);

executive orders, and presidential memoranda; all implementing regulations; DoD directives, instructions, policy, and guidance; and U.S. Army regulations, policy, and guidance.

2. AUTHORITY

The AUTHORITY TO ISSUE A COOPERATIVE AGREEMENT IS... Section 670c-1, Title 16 United States Code, Sikes Act.

- 2.1. In accordance with the Sikes Act (Sec. 103A [16 USC 670c-1]) “the Secretary of a military department may enter into cooperative agreements with States, local governments, Indian Tribes, non-governmental organizations, and individuals...” This project is in support of the Integrated Natural Resources Management Plan (INRMP), as directed in the Sikes Act.
- 2.2. In accordance with section 6305 – *Using cooperative agreements* of the *Federal Grant and Cooperative Agreements Act of 1977* (31 U.S.C. § 6301 et seq.), all CESU projects must carry out a public purpose of support or stimulation, instead of acquiring goods or services for the exclusive direct benefit of the United States Government. Examples of carrying out a public purpose may include, but are not limited to, the following:
 - Project results/outputs add to the scientific literature/knowledge base, with applicability and utility beyond the scope of the project footprint/study area
 - Academic and other nonfederal partner institutions (and their personnel) gain professional experience, increase knowledge, and develop skills and abilities
 - Students benefit from direct interaction with federal scientists, program and technical staff, and field unit managers
- 2.3. In accordance with section 6305 – *Using cooperative agreements* of the *Federal Grant and Cooperative Agreements Act of 1977* (31 U.S.C. § 6301 et seq.), substantial involvement is expected between the Department of Defense and the recipient when carrying out the activity contemplated by the cooperative agreement. The DoD agrees to participate at a national level in support of the CESU program as accepted in the Master MOU for the establishment and continuation of the CESU program Article II 1-4 and Article VI 1-7.

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

- Involved in development of study methodology, data gathering, analysis, and/or report writing.
- Actively participates and collaborates in carrying out the project plan of work, reviews and approves activities, helps train or select project staff or trainees.
- Coordinate research activities with other installation entities and

- scheduling of range time.
- Technical assistance and guidance.
- Participation in status meetings including kick off meeting and weekly, monthly, and quarterly project update meetings.

3. DESCRIPTION OF OBJECTIVES

The objective of this cooperative agreement is to provide technical support to the Redstone Arsenal Environmental Management Division (RSA-EMD) for the development of an Integrated Wildland Fire Management Plan (IWFMP) to include a NWCG-compliant Prescribed Burn Plan template.

3.1. TASK 1: BASELINE IWFMP

OBJECTIVE

The Cooperator will produce an IWFMP for RSA- EMD that is fully compliant with National Wildfire Coordinating Group (NWCG) and Army Wildland Policy Guidance dated March 15, 2021; AR 200-1; DODI 6055.06; and AR-420-1. This task includes, but is not limited to the following work:

- a. Review existing wildland fire management related documents and policies.
- b. Conduct site visits to review wildfire infrastructure and equipment needs, observe current firebreak and fuels management, meet with primary stakeholders, etc.
- c. Compile a comprehensive history of fire at RSA through existing records, reports, documents, and subject matter experts.
- d. In coordination with local subject matter experts (SMEs), including but not limited to Foresters, Natural Resources Managers, Firefighters, Range Control and Integrated Training Area Management Personnel, Trainers/Operators, and local partner agencies, develop strategies to effectively address wildfire at the installation. Use these to define goals and objectives of the IWFMP.
- e. Carry out an assessment of ignition probability on the installation through a review of existing records, provided sufficient spatial data exists.
- f. Establish a fire danger rating system. As appropriate, create or modify training modifications and/or staffing requirements for each fire danger category.
- g. Analyze weather data from a representative weather station for trends and weather conditions relevant to wildland fire management.
- h. Establish pre-fire measures to be taken to include firebreak maintenance, fuels management, training, and other requirements.
- i. Establish return intervals for putting prescribed fire on the ground within the historic range of variability.
- j. Establish prioritized rotational units for training areas and firebreaks to be subject to prescribed burning, and the return intervals for these units.
- k. Establish/integrate with existing wildfire response procedures.

- l. Establish/integrate with existing post-fire rehabilitation, data collection, and other necessary measures.
- m. Compile all of the above into a RSA IWFMP that comprehensively addresses all aspects of wildland fire management and is consistent and does not conflict with the RSA Integrated Natural Resource Management Plan (INRMP). The IWFMP will become an appendix in the INRMP.
- n. Develop a NWCG compliant Prescribed burn plan template which addresses strategic plan for implementing prescribed burn activities for the purpose of fuel load reduction, and fire adapted ecosystem management.
- o. Local SMEs contributing to the plan must have the opportunity to review and provide comments; the Cooperator must work with the SMEs to incorporate and address comments; the plan must be approved by Installation Management Command (IMCOM) Wildland Fire POCs prior to being finalized.

The Cooperator shall submit a preliminary draft, draft final, and final Integrated Wildland Fire Management Plan to the USAG POC and the USACE PM. The Government will have 45 business days to review the draft IWFMP. The Cooperator shall deliver the draft-final IWFMP within 45 business days from receipt of the Government's comments on the draft IWFMP. The Government will then have 30 business days to review the draft final IWFMP. The Cooperator shall deliver the final IWFMP report within 30 business days of receipt of Government comments on the draft-final version of the IWFMP. All report submittals for this task will be provided in .pdf (Adobe Acrobat) format and Microsoft Word (.docx) format

A geodatabase of all data created during the execution of this task will be referenced in the IWFMP and provided to the USAG POC. GIS data shall be provided with basic metadata.

Spreadsheets and database items of data collected shall be delivered to the USAG POC in Microsoft Office format.

3.2. TASK 2 (OPTIONAL TASK): FUELS MANAGEMENT ANALYSIS

OBJECTIVE

1. Pending availability of funds, the Cooperator shall Provide Fuels Management Analysis of the difference in risk between the current fuels management program and a potential future condition with a prescribed burn program.

The Cooperator shall provide the Fuels Management Analysis in the draft, draft-final, and final versions. The Government will have 45 business days to provide comments on the draft. The Cooperator shall provide the draft-final version no later than 30 business days after receipt of the Government's draft comments. The Government will have 30 business days to comment on the draft-final version. The Cooperator shall submit the final version of the Fuels Management Analysis no later than 30 days after receipt of

Government comments on the draft-final version of the document.

A geodatabase of all data created during the support of this task will be provided to the USAG POC. GIS data shall be provided with basic metadata.

Spreadsheets and database items of data collected shall be delivered to the USAG POC in Microsoft Office format.

4.0 **QUALIFICATIONS / REQUIREMENTS**

4.1 Personnel. The Cooperator shall provide the necessary personnel to perform the required services. The Government and the Cooperator understand and agree that the services to be delivered are non-personal services, and both parties recognize that no employer-employee relationships between the Government and the Cooperator and/or between the Government and the Cooperator's employees. Cooperator personnel performing under this project shall not be placed in a position where they are employed by a Federal Officer or under the supervision, direction, or evaluation of a Federal Officer, military or civilian.

Cooperator personnel shall conform to standards of conduct and codes of ethics that are consistent with those applicable to Government employees as provided in the Joint Ethics Regulation 5500.7.R. Cooperator personnel shall present a neat, professional appearance and be easily identified. This shall be accomplished by wearing distinctive clothing bearing the company's name or by wearing appropriate badges that contain the company's and employee's name.

Cooperator personnel shall also wear a distinctive Cooperator furnished security (ID) badge/lanyard readily identifying the individual as a Cooperator employee. The badge shall be worn in a conspicuous place at all times when performing work under the cooperative agreement, including attendance at Government meetings and conferences that take place outside of the Government facility.

Cooperator personnel shall identify themselves as a Cooperator employee when answering or placing calls on a Government telephone and when leaving outgoing or incoming messages on voicemail. Use of acronyms in this identification is insufficient to meet this requirement.

All Cooperator email signatures shall identify them as such and will include their employer's name.

No Cooperator staff is authorized to make any directions or commitments for the Government to any outside parties to prevent unauthorized commitments.

4.2 Special Qualifications / Certifications

All Natural Resources support is to be conducted in accordance with the Installation Management Command (IMCOM) guidance and applicable National Wildland

Coordinating Group (NWCG) *Interagency Prescribed Fire Planning and Implementation Procedures Guide* PMS 484, and *Smoke Management Guide for Prescribed Fire* PMS 420-2 guidelines. Cooperator Principal Investigator/Project Manager should have a minimum of 10 years of experience with military wildland fire management.

4.3 Control Access Areas

Some fieldwork performed under this CA will occur in training and range areas that are “controlled access areas.” Access to these areas by Cooperator personnel shall be in accordance with existing Redstone Arsenal command and tenant regulations.

4.4 Installation Access Pass

The USAG RSA POCs will coordinate the issuance of the required visitor access badges. Cooperator employees and associated sub-Cooperator employees who work on the installation and do not require a Department of Defense (DoD) Common Access Card (CAC) shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (TSD) (Army Directive 2014-05; Army Regulation 190-13); applicable installation, facility, and area commander installation/facility access and local security policies and procedures before being issued an installation access pass. At a minimum, Cooperator personnel are required to present state or federally issued identification during the request process. The background checks are currently performed at Gate 9, the Visitor’s Center. All vehicles and persons are subject to inspection at any time when entering Redstone Arsenal.

4.5 Other General Information

U.S. Government records, copies of original results and reports, verified original data, corrected data, and corrected supporting final reports that are maintained by the Cooperator shall remain the property of the U.S. Government. These files/results must be surrendered to the USACE Project Manager, the Grants Officer’s Technical Representative, and USAG Fort Carson POCs at the end of this project.

Neither the Cooperator nor any of its project service providers shall disclose or cause to disseminate any information concerning operations of military activities. Such actions could result in violation of the project and possible legal actions.

All inquiries, comments, or complaints arising from any matter observed, experienced, or learned of as a result of or in connection with the performance of this project, the resolution of which may require the dissemination of official information, shall be directed to the USACE Project Manager, the Grants Officer’s Technical Representative, and USAG Fort Carson POCs.

The Cooperator shall only conduct business with designated government personnel listed as POCs. Names of authorized personnel shall be provided to the Cooperator by the government, in writing, and updated as necessary through the project period.

5.0 GOVERNMENT FURNISHED MATERIALS OR PROPERTY

All Government-furnished items and services shall be utilized in strict performance of task related duties and the Cooperator shall maintain policies that prohibit fraud and abuse.

5.1 Services

The Government will provide all Government-specific training to Cooperator employees, if necessary. The Government will provide the Cooperator authority to access all USAG Redstone Arsenal-controlled information required to perform the required duties.

5.2 Materials

The Government will provide the Cooperator with all of the relevant data required to accomplish development of specific requirements and objectives described in the PWS and exhibits. Below is what the Government will provide the Cooperator:

- Applicable geospatial data layers (available after award).
- Applicable site documentation (available after award).
- Applicable plans, inventories, studies, reports, site data/records, or permit applications (available after award).
- Applicable reports maintained by Army (available after award).
- Applicable site data/records, reports, plans, inventories, studies, policies, procedures, permits, maps, and other data relevant to wildland fire and the context within which the IWFMP will be expected to function, including, but not limited to, fire history, vegetation maps/data, roads data, building locations, power line locations, rail locations, firing points and targets, training areas, ranges, forest stand data, etc. (available after award).

5.3 Equipment

If downrange training area access is necessary during the course of the project, Government radios will be provided and hand-receipted for each use. This is a safety precaution due to limited cellular service.

6.0 PERIOD OF PERFORMANCE

BASE PERIOD: Period of performance will be 12 months from date of award. This includes Task 1 and Task 2 (Optional Task).

7.0 FOLLOW-ON PERIOD: no follow-on periods for this award

COORDINATION

Thomas Richardson, Conservation Branch Chief

Directorate of Public Works – Environmental Division
USAG Redstone Arsenal
Phone: 256-876-4572
Email: thomas.f.richardson16.civ@army.mil

Robert Simmons, Fire Department Chief (acting)
Directorate of Emergency Services
USAG Redstone Arsenal
Phone: 256-842-2586
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USACE POC
Chanley Jenkins, Project Manager
Regional Planning and Environmental Center (RPEC)
U.S. Army Corps of Engineers, Ft Worth District
Phone: 918-798-9628
Chanley.r.jenkins@usace.army.mil

8.0 DELIVERABLES

In addition to task specific deliverables, the following Cooperative Agreement deliverables must be provided.

8.1 Kick-Off Meeting Minutes – Within 10 business days of award, the Cooperator shall arrange and conduct a kick-off meeting with the USACE Project Manager and USAG POCs to ensure a mutual understanding of the project's scope. This meeting can be conducted via teleconference or in-person at Redstone Arsenal. The intent of the kick-off meeting will be to introduce stakeholders, review the scope of the project, discuss expectations and protocols, and review access, security, and scheduling procedures. Within five (5) business days, the Cooperator shall provide draft meeting minutes; the Government will have five (5) business days from receipt to review and provide comments. The Cooperator will have three (3) business days from receipt of Government comments to submit the final meeting minutes to the USACE Project Manager, the Grants Officer's Technical Representative, and USAG POCs.

8.2 Work Plan - The Cooperator shall prepare a Work Plan describing the work to be accomplished under this Statement of Objectives (SOO). The plan will address project organization and management, technical approach, schedules, coordination procedures, quality assurance / quality control procedures, and submittals that will contribute to the successful execution of this SOO. This Work Plan should not be a recapitulation of the SOO. The Cooperator shall produce a draft and final version of the Work Plan. The draft shall be prepared within 10 business days of the kick-off meeting and submitted to the USACE Project Manager, the Grants Officer's Technical Representative, and USAG Redstone POCs for review and comment. The Government will review the draft within five (5) business days of receipt. The Cooperator shall address all comments, and submit the final Work Plan to the USACE Project Manager, the Grants Officer's Technical Representative, and USAG POCs within three (3) days of receipt of Government

comments. Any changes to the Work Plan must be requested by the Cooperator and approved by the GOTR.

8.3 Safety Plan - The work will be performed in an office setting and in an outdoor field setting involving normal day-to-day risks and discomforts. The Cooperator shall be responsible for ensuring their employees are familiar with and follow safety precautions typical in an office and outdoor environment. The Cooperator shall produce a draft and final version of the Safety Plan. A Safety Plan shall be submitted to the USAG POCs for review and comment at the same time as the Work Plan (within 10 business days of the kick-off meeting). The Government will review the draft within five (5) business days of receipt. The Cooperator shall address all comments, and submit the final Safety Plan to the USAG POCs within three (3) days of receipt of Government comments.

8.4 Monthly Progress Report (MPR) - The Cooperator shall provide the USACE Project Manager, the Grants Officer's Technical Representative, and USAG Redstone POCs a monthly progress report. The MPR shall include the status of deliverables, work completed, and projected work to be completed in the following month. The update is due the 5th business day of every month and shall be delivered via e-mail. Reports should be prepared in accordance with 2 CFR 200.328.

8.5 Format for Technical Reports – All preliminary draft, draft final, and final reports for Tasks 3.1 and 3.2 described above must meet the following specifications:

- Text materials shall be typed on fully white, offset bond paper, 8 ½-inch by 11-inch with 1 ¼-inch binding margins on the left and right sides, 1-inch at top and bottom, and single-line spacing with double spacing between paragraphs. Font type and size should be Arial 12. All text pages (including appendices) must be sequentially numbered. Typescript reports failing to meet these specifications will not be accepted.
- The title page of the report must bear the date (month and year) the report was submitted, to whom the report was submitted, by whom the report was submitted, and under which cooperative agreement number the report was submitted.
- Drawings, photographs, maps, or plates shall not have an image larger than 10 inches by 16 inches with sufficient margin for binding on the left side. It is preferable, however, that illustrations be reduced to 8 ½-inch by 11-inch format with suitable margin. All illustrations, drawings, maps, etc. are to be termed “figures” and must be cited by sequential number within the body of the text.
- A single, complete bibliography shall list all sources and references consulted for both the body of the text and technical appendices required for special studies not specifically incorporated in the text of the report.

8.6 Format for Spatial Data - The Cooperator shall prepare maps and other graphics, as appropriate, to support the activities required under this SOO. The Cooperator shall

include graphic documentation of sites, resources, and buildings, as appropriate, in the reports specified for this PWS.

All products associated with this PWS that provide a map representation of the location of installation features (historic, existing, or planned) to include installation maps, site plans, area development plans, building exterior as-built descriptions, or other related overhead (plan) views of the installation (partial or entire) must adhere to the following requirements. (NOTE: This requirement does not currently involve interior floor plans or interior renderings.)

- All maps and associated data must comply with the latest version of Spatial Data Standards for Facilities, Infrastructure, and Environment (SDSFIE) available from the SDFSIE website: <http://www.sdsfie.org/>. These data will be organized using the current version of the standard approved by the Army's Installation Geospatial Information & Services Program. The SDFSIE shall determine file and feature class identification and definition, attribution and valid domain values. When any geospatial information collected as a result of the project includes information identified in the Common Installation Picture (CIP) or recognized Mission Data Set (MDS), the Cooperator shall deliver data consistent with the established requirements for the data and shall ensure functionality with the receiving system.
- Metadata shall be provided, and shall use the Federal Geographic Data Committee (FGDC) Content Standards for Digital Geospatial Metadata for organization.
- Geospatial data must be delivered in a geo-referenced GIS (Geographic Information System) format (feature-based file structures with one-to-one cardinality between spatial records and attribute records), which would include Environmental Systems Research Institute's (ESRI) shapefile and geodatabase formats, and it must be compatible with the Redstone Arsenal Cultural Resources Master Geodatabase. All attribute data, as specifically outlined in the task order contract, must be included either in the GIS data file or as a separate table with a SDFSIE key variable that may be used to relationally join the separate table with the GIS data file. All geospatial data must be delivered in the World Geodetic System 1984 (WGS84) projection using metric coordinate units. Further guidance on mapping units, coordinate systems, and projections is available from the USAG POC.
- Mapping- or Survey-Grade Global Positioning Systems (GPS) or comparable traditional survey methods shall be used to collect geospatial data. The use of mapping- or survey-grade GPS shall depend on the precision requirements of the product data. Further information about precision requirements should be obtained from the USAG POCs.

Source data and product data remain the property of the U.S. Government. As part of the Work Plan (Section 8.2), the Cooperator is required to explain their process for protecting all geospatial data, including but not limited to geometry, attributes, metadata, topologies, and relational database schemas and operations used in association with this SOO. The Cooperator may be required to sign a non-disclosure agreement attesting to the same before source data are released. Further information about security and nondisclosure requirements should be obtained from the USAG POC. Some installation map data, source and/or product, may be considered by the government to be “sensitive, but unclassified.” The intent of this clause is to prevent intentional or unintentional dissemination of “sensitive, but unclassified” information to include unauthorized access to the source and product data by any entity wishing to do harm to the Army or U.S. Government, while the data resides on the Cooperator's computer network. The Cooperator is not authorized to release this information to any third party without the explicit consent of the USAG. All source information must be returned to the USAG POC or destroyed upon completion of this project.

8.7 Deliverables Schedule

PWS Section	Action / Deliverable	# Copies	Time to Complete	Submit To
Section 4.4 Installation Access Pass	Provide full name	Via email	As needed prior to installation access	Redstone Arsenal Visitor Access Control Division (Gate 9
Section 8.1 Kick-off Meeting	Schedule meeting	–	10 business days following contract award	USACE PM, GOTR, USAG POCs
	Draft Minutes	1 – electronic copy via email (MS Word)	5 business days following kick-off meeting	
	Government Review		5 business days from submittal of draft	
	Final Minutes	1 – electronic copy via email (PDF)	3 business days from receipt of Government comments	
Section 8.2 Work Plan	Draft Work Plan	1 – electronic copy via email (MS Word)	10 business days following kick-off meeting	USACE PM, GOTR, USAG POCs
	Government Review		5 business days from submittal of draft	

PWS Section	Action / Deliverable	# Copies	Time to Complete	Submit To
Section 8.2 Work Plan (con't)	Final Work Plan	1 – electronic copy via email (PDF)	3 business days from receipt of Government comments	USACE PM, GOTR, USAG POCs
Section 8.3 Safety Plan	Draft Safety Plan	1 – electronic copy via email (MS Word)	10 business days following kick-off meeting	USAG POCs
	Government Review		5 business days from submittal of draft	
	Final Safety Plan	1 – electronic copy (PDF)	3 business days from receipt of Government comments	
Section 8.4 Monthly Progress Report	Monthly Progress Report	1 – electronic copy via email (PDF)	5 th business day of each month	USACE PM, GOTR, USAG POCs
Section 3.1 – Task 1 Baseline IWFMP	Fieldwork	-	Initiate fieldwork within 2 calendar months of contract award	USACE PM, GOTR, USAG POCs
	Draft IWFMP ----- Gov't Review	2 – electronic copies via email or on CD/DVD (MS Word format and Adobe PDF format)	Within 3 calendar months of completion of fieldwork ----- - 45 business days from submittal of preliminary draft	
	Draft-Final IWFMP ----- Gov't Review	2 – electronic copies via email or on CD/DVD (MS Word format and Adobe PDF format)	45 days from receipt of Government comments ----- 30 business days from submittal of Draft-Final IWFMP	

PWS Section	Action / Deliverable	# Copies	Time to Complete	Submit To
Section 3.1 – Task 1 Baseline IWFMP (con't)	Final IWFMP	2 – electronic copies via email or on CD/DVD (MS Word format and Adobe PDF format)	30 business days from receipt of Government comments on Draft-Final IWFMP	USACE PM, GOTR, USAG POCs
Section 3.2 – Optional Task 2 Fuels Management Analysis	Fieldwork	-	Initiate fieldwork within 2 months of option award	USACE PM, GOTR, USAG POCs
	Draft Fuels Management Analysis	2 – electronic copies via email or on CD/DVD (MS Word format and Adobe PDF format)	Within 3 calendar months of completion of fieldwork	
	Gov't Review		- 45 business days from submittal of preliminary draft	
	Draft-Final Fuels Management Analysis ----- Gov't Review	2 – electronic copies via email or on CD/DVD (MS Word format and Adobe PDF format)	45 days from receipt of Government comments ----- 30 business days from submittal of Draft-Final Fuels Mgmt Analysis	
	Final Fuels Management Analysis		30 business days from receipt of Government comments on Draft-Final Fuels Mgmt Analysis	