

**STATEMENT OF WORK
INRMP 5-YEAR REVIEW AND MLWA 5-YEAR PUBLIC REPORT
BARRY M. GOLDWATER RANGE, ARIZONA
LUKE AIR FORCE BASE, ARIZONA
MARINE CORPS AIR STATION YUMA, ARIZONA
Cooperative Ecosystem Studies Unit
CESU 17-7**

1. INTRODUCTION

In accordance with FAR 7.503(e), projects for execution under this CA by USACE do not include any functions to be performed that are inherently governmental. This determination is made with the assessment that places emphasis on the degree to which conditions and facts restrict the discretionary authority, decision-making responsibility, or accountability of Government officials using recipient services or work products.

In accordance with FAR 37.104, this CA shall not be used for performance of personal services. These tasks provided by the customer for execution under this CA by USACE do not include functions to be performed that are personal services.

Any modifications to Cooperative Agreement activities as outlined by this SOW/PWS must be channeled through the Grants Officer's Technical Representative (GOTR) and Grants Officer (GO) prior to Non-Federal Entity (NFE) implementation.

This project supports the US Air Force and US Marine Corps by performing updates to the Integrated Natural Resources Management Plans (INRMP) for the following installations:

- Barry M. Goldwater Range (BMGR)
- Luke AFB, including Auxiliary Field #1 (Aux-1) and Fort Tuthill
- Marine Corps Air Station (MCAS) Yuma

The Military Lands Withdrawal Act of 1999 (MLWA) assigned natural and cultural resource management authority for the Barry M. Goldwater Range (BMGR) to the Department of the Air Force and Department of the Navy for the east and west portions, respectively. This required development of a new Sikes Act compliant Integrated Natural Resources Management Plan (INRMP), last reviewed in March 2012, is nearing its required 5-year review and update. MLWA also mandates completion of a public report concurrent with the INRMP review. The relevant text from MLWA is excerpted below:

(5) PUBLIC REPORTS-

(A)(i) Concurrent with each review of the integrated natural resources management plan under paragraph (3) pursuant to subparagraph (E)(ix) of that paragraph, the Secretary of the Navy, the Secretary of the Air Force, and the Secretary of the Interior shall jointly prepare and issue a report describing changes in the condition of the lands withdrawn and reserved by this section from the later of the date of any previous report under this paragraph or the date of the environmental impact statement prepared to

support this section.

(ii) Any report under clause (i) shall include a summary of current military use of the lands referred to in that clause, any changes in military use of the lands since the previous report, and efforts related to the management of natural and cultural resources and environmental remediation of the lands during the previous five years.

(iii) Any report under this subparagraph may be combined with any report required by the Sikes Act.

(iv) Any disagreements concerning the contents of a report under this subparagraph shall be resolved by the Secretary of the Navy and the Secretary of the Air Force. This authority may be delegated to the installation commanders.

(B)(i) Before the finalization of any report under this paragraph, the Secretary of the Navy, the Secretary of the Air Force, and the Secretary of the Interior shall invite interested members of the public to review and comment on the report, and shall hold at least one public meeting concerning the report in a location or locations reasonably accessible to persons who may be affected by management of the lands addressed by the report.

(ii) Each public meeting under clause (i) shall be announced not less than 15 days before the date of the meeting by advertisements in local newspapers of general circulation, publication of an announcement in the Federal Register, and any other means considered necessary.

(C) The final version of any report under this paragraph shall be made available to the public and submitted to appropriate committees of Congress.

A single INRMP addresses the entirety of the BMGR, but administratively the range is divided into eastern and western portions that are managed by the Air Force and Marine Corps, respectively. Due to differing military training missions and other factors, the projects that implement management goals are different for BMGR East and West.

This project provides support to the 56th Range Management Office (56 RMO) at Luke AFB, 56 CES/CEIE (56 CES) at Luke AFB and the Range Management Department at MCAS Yuma to produce a separate, updated INRMP for each installation (THREE TOTAL). It is anticipated that each INRMP will require minor factual updates and corrections (i.e. road network and boundary adjustments and updates, adjustments to natural areas acreages, species lists, etc.). Each installation's INRMP (BMGR, Luke AFB and MCAS Yuma) shall be produced as a stand-alone document bound into a single, tab delineated volume. Luke AFB currently has a draft INRMP dated October 2016 which can be used as a template. MCAS Yuma does not currently have an INRMP.

The BMGR INRMP documents shall contain content and formatting compliant with applicable DoD (Air Force and Marine Corps) and legal regulatory protocol (e.g. Air Force Instruction 32-7064, Attachment 2 [INRMP Format and Content]; Sikes Act (16 United States Code [U.S.C.] 670a *et seq.*); MLWA of 1999; etc.). Additionally, the 56 RMO and MCAS Yuma Range Management Department require review and updates to the previous MLWA (Public Law [P.L.] 106-65) driven public report from 2012, outlining changes in military use, environmental conditions and public access opportunities at the BMGR that have occurred since the previous public report was published.

The INRMP documents produced for Luke AFB shall contain content and formatting compliant with applicable Air Force and legal regulatory protocol (Air Force Instruction 32-7064, Attachment 2 [INRMP Format and Content], Sikes Act (16 United States Code [U.S.C.] 670a *et seq.*).

The INRMP document produced for MCAS Yuma shall contain content and formatting compliant with applicable Marine Corp and legal regulatory protocol Marine Corps Order (MCO) P5090.2A with changes (w/chapters) 1 through 3 of the Environmental Compliance and Protection Manual (headquarters, USMC [HQMC] 2013). Legal Authority is provided by the Sikes Act (16 United States Code [U.S.C.] 670a *et seq.*).

INRMP updates for Luke AFB and MCAS Yuma are rather straightforward since the additional provisions of the MLWA do not apply.

The BMGR Intergovernmental Executive Committee (IEC) is a forum that meets three times annually for the purpose of exchanging views, information and advice relating to the management of the natural and cultural resources of the BMGR lands withdrawn and reserved by Public Law 106-65 enacted on October 5, 1999. These meetings are open to the public and the forum may be combined with the INRMP review outreach efforts to meet the MLWA requirement for public input and involvement in the overall project effort.

The deliverables for this project include a new INRMP for each installation that incorporates changes resulting from the review and update process, and a separate public report for BMGR. The public report would be comparable to the 2012 public report: fewer than 70 pages total, with non-technical text and color and black and white photographs and graphics. Both documents would be produced in hard copy (50 each) and compact disc (50 discs, each containing both documents).

Based on the timing and sequence of the previous INRMP review, the desired milestone is to circulate the new INRMP for signature no later than March 2018. The NFE shall develop a project schedule that meets that milestone, and provides the Government an internal review version of the draft and final documents, each with 30-day review periods. The IEC meets three times annually in January (usually in Tucson), May (in Glendale), and September (in Yuma). The schedule may be designed around these dates.

2. SCOPE OF WORK

This project consists of the following four major elements.

2.1 Information Gathering.

This task includes meeting and communicating with range operations and land management personnel at Luke AFB and MCAS Yuma to determine the extent to which the military use of land or the management of resources has changed since publication of the 2006 INRMP EIS and 2012 INRMP. This includes descriptions of land management issues and achievements, plus any characterization, remediation, or range clearance activities.

- There would be two data gathering meetings with appropriate 56 RMO personnel, 56 CES/CEIE and MCAS Yuma Range Management Department personnel at a to-be-determined location. These meetings would serve to discuss the overall goals, approach, schedule, and changes in military use. The duration of these meetings is estimated at up to four hours.
- GIS data, NEPA documents, range plans, or other materials that may address changes that have occurred in the past five years will be provided to the NFE at the kick-off meeting.
- Provided GIS data shall be geospatially accurate, in a single projection system, and include appropriate metadata.
- Additional coordination with range operations and land management personnel may be required, but will be addressed through telephone and e-mail coordination.

The NFE shall contact USFWS and AGFD to validate the list of federally protected and state-listed species potentially present on the BMGR, Luke AFB properties and MCAS Yuma Range Management properties (INRMP Table 4).

2.2 Organize and Facilitate Interagency INRMP Review Meetings.

Organize and facilitate two meetings (one each for BMGR East and West) to seek input from Arizona Game and Fish Department (AGFD), US Fish and Wildlife Service (USFWS), plus any other interested regional partners, such as Bureau of Land Management, Organ Pipe Cactus National Monument, Kofa National Wildlife Refuge, etc.). Facilitate legally required consultation with tribes that claim cultural affiliation to the BMGR. This task includes securing a meeting space, development of a presentation and/or poster boards that address updates to the major elements of the INRMP on BMGR East and West, MCAS Yuma, Luke AFB and its associated properties.

Facilitate the discussion to address the 17 management elements of the INRMP, with the goal of ascertaining whether changes to the existing INRMP goals and objectives are necessary and appropriate.

- Meetings shall be held in office space for one of the involved agencies or the NFE so that rooms will be available at no cost.
- The meeting location for BMGR East shall be at Luke AFB and for BMGR West will be in the Yuma area.
- Meeting duration shall not exceed 6 hours, excluding travel time.
- The NFE shall have a minimum of two representatives attend each meeting.
- A maximum of 25 personnel shall attend each meeting.
- Attendees shall be provided with printed excerpts from the INRMP or other written material; printing all materials double-sided on recycled paper is preferred. Printed materials shall not exceed 20 total pages per meeting.
- Presentation materials shall include up to 20 PowerPoint slides, but no script shall be developed. If presentation boards are used, they shall be the same as those developed for public meetings.
- Meeting discussion topics are expected to be non-controversial and should result in little or no changes to the current INRMP. Discussion may focus on issues such as, wildlife

- waters, road network, etc.
- The NFE shall prepare meeting minutes within two weeks of the meeting documenting the participants/attendees, items discussed, determinations, decisions, courses of action, and action items.

2.3 Facilitate Public Interaction Meetings.

Conduct three individual outreach meetings, or combine with three consecutive IEC meetings to address the INRMP review process and development of the 5-year public report. These meetings would be analogous to public involvement in an environmental impact statement. The first meeting (May 2017 in Glendale, AZ) would be similar to a scoping meeting in which the overall process and schedule is announced. The second meeting (September 2017 in Yuma, AZ) would seek public input on the draft revised INRMP and 5-year public report that resulted from the interagency meetings. The third meeting (Jan 2018 in Tucson, AZ) would present the final outcome.

Develop and provide the appropriate presentation materials, such as posters, handouts, etc. The first and second meetings would be in the open house format, with Air Force and Marine Corps technical experts available to discuss the details of range operations and the management elements. Refreshments shall be provided for this meeting.

- The NFE shall make arrangements for announcements in local newspapers. This will include developing a draft (for review) and final 10-column-inch display advertisement. Notice shall be published in the *Yuma Sun*, *West Valley View* (Glendale), the *Gila Bend Sun*, *Arizona Daily Star* (Tucson), and the *Ajo Copper News*. Notices shall be published for one weekday with one newspaper advertisement per public meeting.
- The NFE shall prepare text for one Federal Register notice (which the Government will submit for publication). Draft text shall be submitted for government review and final text shall be submitted to address the comments on the draft.
- The NFE shall develop a draft and final postcard that may be mailed to interested parties to notify them of the public meetings. The postcard will announce the meetings and refer the public to a website where more detailed information about the INRMP update purpose, process, and outcomes. The NFE will mail up to 600 postcards using the former INRMP mailing list or a recent mailing list provided by the government based on other recent BMGR mailing lists.
- The NFE will develop text and graphic material that the government may format and post to the Luke AFB and/or MCAS Yuma websites. Content will generally include, but not be limited to:
 - Broad overview of the military responsibilities for resource management in context of the Sikes Act requirements for supporting the military mission.
 - Broad overview of the resource management goals and accomplishments over the past five years.
 - Purpose of the INRMP update and the process being taken to complete the update.
 - Public involvement opportunities, including updates to announce upcoming public meetings.
 - Summary of the outcome as the process is concluded with electronic links to the

documents.

- The final materials provided for the website shall be compliant with Section 508 of the Rehabilitation Act.
- The NFE will develop up to four presentation boards (approximately 3 feet wide by 4 feet tall) for each of the first two meetings. A draft and final version of the boards will be submitted in electronic format for government review before the presentation boards are printed and mounted to foam core.
- The NFE will develop a black-and-white handout for each public meeting consisting of up to four 8.5" X 11" pages or two 11" X 17" pages, depending on the best format for the materials to be shared. The NFE will provide 50 copies of the handout at the meeting. Sign-in sheet will be provided by the NFE to record the public participants who may want to be added to future mailing regarding BMGR projects.
- The NFE will prepare an approximately 15-minute scripted PowerPoint presentation for the third meeting and shall provide equipment to show the presentation. The presentation will briefly summarize the accomplishments of the past five years, but focus on the management actions for the next five years with some mention of the public input that contributed to the planned management actions. Presentation boards used at the first two public meetings may be used to supplement the meeting, but no boards will be created or modified for the third meeting.
- Maps will be developed for the documents and will not be reformatted (other than enlarged or reduced in size) for use on presentation boards or PowerPoint presentation even if there is some effect on the resolution quality.
- No court reporter or translation services will be required.
- The NFE will provide two representatives involved in the development of the INRMP update and public report to support the government in presenting the materials to the public.
- The NFE will prepare a summary report within 10 business days of each meeting to include a brief overview of the meeting format and attendance, a summary of the comments received, and appropriate appendices of presentation materials and public notices.

2.4 Produce Documents.

Two documents will be produced for BMGR: the revised INRMP and a public report that addresses the specific topics mandated by MLWA, summarizes the INRMP revisions, and describes the public review process. Produce separate INRMP documents for Luke AFB and MCAS Yuma.

Four versions of each document will be required: a preliminary draft for internal review, a draft for public review, a preliminary final for internal review, and a final. The preliminary final may be submitted in electronic form. Allow 30 days for internal reviews by the Government, and 45 days for public review of the draft.

Assumptions:

- The revised INRMP will consist of edits to update the stand-alone INRMP dated March 2012. This will incorporate changes that have occurred to range operations or management, changes that have occurred based on actions taken by other agencies within the BMGR (as reported during interagency review meeting or information gathering tasks), status of

- completion for the projects during the first five years, and an updated project list.
- Range management personnel from Luke AFB and MCAS Yuma will provide the project list for tasks to be completed in the next five years in a table format comparable to the project list in the 2012 INRMP.
- The public report will function as an executive summary to the INRMP update. While it will have stand-alone qualities, the reader may need to refer to the INRMP for the level of detailed information needed to fully understand the past accomplishment and future management actions.
- The public report will be heavy in graphic material (comparable to the 2012 public report), including photographs or other materials that illustrate the changes that have occurred, evidence of implemented projects, or problems to be addressed. The government will provide photographs that may be used to support the public report. The public report will be printed in color.
- The INRMP update is estimated to be no more than 100 total pages in length and shall include a minimum of seven color maps.
- The public report is estimated to be fewer than 70 pages in total length.
- Screen checks of revised draft documents will be provided electronically for a brief review before public drafts are printed.
- The 50 hard copy documents and 50 of the CDs/DVDs will be divided between Luke AFB and MCAS Yuma. The NFE will mail up to 50 CDs/DVDs to interested parties, as identified by Luke AFB and MCA Yuma project team representatives.

2.5 NEPA Analysis - Option

The INRMP 5-Year Review will not likely trigger NEPA review; as separate NEPA documents for each installation's INRMP (Luke AFB, MCAS Yuma, Ft. Tuthill, Aux 1, BMGR East and BMGR West) have previously been completed and no significant change to any management goals for any installation is expected. Proposed actions for the next five-year period may evolve through the interagency meetings and information gathering tasks may require task-specific NEPA compliance actions separate from the INRMP effort. Some may not be defined well enough (for example, the site-specific location) to conduct the analysis during the period of performance for the INRMP update. Any necessary site-specific NEPA analysis such as minor revisions to the road network (closing certain roads or opening others for administrative purposes) and the development of additional wildlife waters can occur separately from the INRMP process.

3. DIGITAL DATABASE REQUIREMENTS

Collection of digital data is not anticipated in this project. Any spatial data collected incidental to the major tasks of this project shall comply with the data standards described below.

3.1 GIS Data. All GIS data collected or generated shall meet or exceed the minimum standards being applied to the Geographic Information System of the 56 RMO and Yuma Range Management Department in their management of the BMGR. These standards include but are not limited to following:

3.1.1 All data collected with GPS shall have an error of no more than 5.0 m NSSDA (95% CI) of the actual true ground location. All GPS data shall be differentially

corrected using one or more CORS sites or a base station set on a NGS, Air Force, or Navy benchmark.

3.1.2 All non-GPS data shall be collected or corrected to at least the standards of the USGS 1:24,000 scale, 7.5-minute quadrangle data, and meet the National Standard for Spatial Data Accuracy at 1:24,000 of 76.8 ft/23.41 m.

3.1.3 All data shall be defined with the following coordinate system and parameters:

Ellipsoid: WGS 84

Horizontal Datum: WGS 84

Vertical Datum: GRS 80

Projection: UTM, Zone 11 for BMGR West and Zone 12 for BMGR East Units: Meters

3.1.4 GIS data shall be provided as Feature Classes (FC) in ESRI's Personal GeoDatabase (PGDB) format. These FCs shall conform to the most current CADD/GIS Technology Center's Spatial Data for Facilities, Infrastructure, and Environment (SDSFIE) standards. GPS files shall also be provided and may be submitted in DXF or SSF format.

3.1.5 Data shall be stored on a medium accessible through Windows based computers. The preferred medium is CD-ROM or DVD.

3.1.6 All data layers shall contain a metadata consistent with the Federal Geographic Data (FGDC) minimum requirements. This metadata must include the lineage of the dataset - how it was collected (including a discussion of accuracy), how the data was corrected, and what processes were run on it.

3.1.7 Provide two copies of the data, each in a different spatial projections. One copy will be provided in UTM Zone 11 and the other in UTM Zone 12.

4. MEETINGS, TELECONFERENCES, SITE VISITS

Meetings may be held occasionally during performance of this task. The NFE shall produce notes documenting items discussed or decided at meetings and teleconferences, including a list of meeting participants. Notes or minutes shall be submitted to each agency for review via e-mail within two weeks of each meeting or teleconference.

5. REPORT CONTENTS AND FORMAT

The revised INRMP will be comparable in design and layout to the 2012 INRMP. All reports may be spiral or comb bound or placed in 3-ring binders. Internal review drafts shall be line-numbered for easier reference of review comments. Drafts shall be distributed to the interagency review parties for review.

All maps included in the body of the text shall be sized at 8 ½ x 11 or 11 x 17 (as appropriate to the subject matter) and should be of professional quality and consistent throughout.

6. DELIVERABLES AND SCHEDULE

6.1 Monthly Progress Reports. Submit via e-mail a brief progress report each month describing progress to date, any existing or potential problems, proposed solutions, corrective actions taken, and outstanding issues. The report is due within the first week of each month through project completion.

6.2 Deliverables. Unless specified otherwise, submit reports as follows.

Phase	NFE's Time to Prepare	Quantity	Review Time
Monthly Progress Reports	Each month	Via e-mail	1 week, comments provided only
Meeting minutes	2 weeks from meeting date	Via e-mail	1 week, comments provided only
Preliminary draft	TBD as proposed by NFE's schedule	10 copies plus electronic via e-mail or ftp site; see Note 1	30 days
Draft	TBD as proposed by NFE's schedule	30 copies plus electronic via e-mail or ftp site; see Note 2	45 days
Preliminary final INRMP and public report	TBD as proposed by NFE's schedule	Electronic via e-mail or ftp site	30 days
Final INRMP and public report	TBD as proposed by NFE's schedule	50 copies of each document and 50 CDs/DVDs; see Notes 1, 2, and 3	None

Note 1: Distribute equal numbers to Luke AFB and MCAS Yuma.

Note 2: Distribute one copy each to interagency partners plus AFCEC/CZOW. Send one copy each to tribal leaders using cover letters provided by 56 RMO, 56 CES, or MCAS Yuma.

Note 3: Distribute one full set of finals to Luke AFB and MCAS Yuma consisting of one unbound copy of each document printed single-sided on acid-free paper, a camera-ready Adobe Acrobat .pdf

version of each document on CD/DVD-ROM, and another CD/DVD- ROM containing all electronic files in their native formats.

7. PROJECT MANAGEMENT AND ADMINISTRATION

7.1 Government Representation. The Grants Officer is responsible for the administration of the task order and is the only person authorized to make changes to the task order. The NFE shall not depart from nor perform outside this statement of work without the written direction of the Grants Officer. In the event that direction is given to the NFE that is outside the scope of work and would require additional cost compensation, the NFE shall promptly notify the Grants Officer for resolution. If the NFE performs such work without written approval, it does so at its own risk.

7.2 Release of Data. All data, reports, and materials relating to this task order (whether in draft or final format) are the property of the Government and will not be released by the NFE, sub-NFE, or employees without written approval of the Grants Officer. NFE personnel are welcome to use the information resulting from this project in professional presentations and publications, with acknowledgment to the US Air Force and US Marine Corps for funding the work. Prior to use in professional presentations and publications, submit a draft of the presentation or paper to 56 RMO/ESM and MCAS Yuma Range Management for review.

8. PERIOD OF PERFORMANCE

The period of performance for this task will be 18-months administrative and 12-months technical

9. POINTS OF CONTACT

The POCs for USACE are Mr. David Leptien at (402) 995-2742 and Ms. Kali Evans at (402) 995-2295. Routine and overnight (express) correspondence should be addressed as follows:

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