



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

June 5, 2023

**REQUEST FOR STATEMENT OF INTEREST  
W9126G-23-2-SOI-3325**

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

Gulf Coast and Chesapeake Watershed

**Project Title:** Natural and Cultural Resources Support at Joint Base Langley Eustis, Joint Base Andrews, and Joint Base Anacostia Bolling

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 **\$83,306** is currently available to fund base task 1 and optional task 6. Additional funding may become available to support this project for the **base period**. Additional funding may also 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 year of agreement will extend 18 months (12 months fieldwork and 6 additional months for report finalization) from date of award. Four 18 month follow-on periods (12 months fieldwork and 6 additional months for report finalization) are anticipated and each one will be awarded depending on project conditions, needs and available funding. Each follow-on period will begin at the conclusion of fieldwork for the previous period.

**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 **5 July 2023**.
2. Submit your Statement of Interest via e-mail attachments or direct questions to:  
Maria Lopez  
Grants Specialist  
USACE, Fort Worth District  
Email: **Maria.E.Lopez@usace.army.mil**  
Office: 817-886-1881  
Brian Hesford  
Project Manager  
USACE, Fort Worth District  
Email: **Brian.D.Hesford@usace.army.mil**  
Office: 402-200-8268

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

**Timeline for Review of Statements of Interest:** RSOI's are required to be posted on [www.Grants.gov](http://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.

ALICE AUSTIN  
Contracting Officer

Attachment: Statement of Objectives

## STATEMENT OF OBJECTIVES

For

### Joint Base Langley-Eustis and Joint Base Andrews Habitat and Invasive Vegetation Management Support FY23

#### **1. PURPOSE**

This Scope of Objectives (SOO) provides the details of technical support to be performed for Joint Base Langley Eustis (JBLE) and Joint Base Andrews (JBA) through a cooperative agreement (CA) to ensure compliance with respective Integrated Natural Resources Management Plans (INRMP). An objective of this CA is to aid JBLE-Langley, JBLE-Eustis and Joint Base Andrews in support of the respective Environmental Elements in the management of base **forest habitat management, invasive species management and management of the sandplain gerardia habitat** areas through undesirable vegetation control via application of herbicides and/or mechanical removal of undesirable vegetation.

On JBLE-Eustis, the Cooperator shall assist with the management of forest habitats and trees potentially affecting property and safety. The primary goal of forest habitat improvements is to implement timber stand improvements. On JBLE-Langley, the primary goal of forest habitat management is to preserve habitat for several species of mission concern and preserve ecological function. Forested areas on JBLE-Eustis support a variety of state listed bat species as well as birds, turtles, and flora which are considered highly imperiled by the International Union for Conservation of Nature.

Management of invasive species (vegetation) is also an objective at each of the aforementioned military installations. Treatment of invasive species will need to be conducted through both ground based and aerial application of herbicides. Removal of invasive species is targeted at improving biodiversity and ecosystem functions, reducing Bird Aircraft Strike Hazards (BASH), and preventing onsite range extension or offsite migration of invasive species, including into tributaries of the Chesapeake Bay.

On JBA, preventing woody species for encroaching into the sandplain gerardia population located on base is the project objective. This species requires some disturbance to prevent competing vegetation from shading it out.

#### **Background:**

Joint Base Langley Eustis (Ft. Eustis and Langley Air Force Base in Virginia) and Joint Base Andrews (Maryland) are composed of approximately 6,000 acres of forested land (including urban forest habitat) across training areas, cantonment, and other locations. The goal is to maintain long-term sustainability of healthy forests that support military mission requirements (particularly outdoor tactical training), improve biodiversity, enhance recreational hunting, contribute to erosion control, ensure safety, improve aesthetics, and enhance the overall quality of life in the community. The Natural Resources Program across these installations is responsible for performing several management techniques including control of undesirable vegetation, thinning of woody overgrowth, assessing forest stand basal area, timber stand

improvement activities, tree replanting efforts, removal of hazard trees and limbs, and annual (as feasible) forest health surveillance in multiple areas. Establishment of new (and maintenance of existing) pollinator and early successional habitats in areas adjacent to forested stands contributes to the health these stands, improves aesthetics, reduces mowing requirements, and increases biodiversity. These management techniques must be perpetuated annually to ensure continued successful long-term management.

## **2. AUTHORITY**

- 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 agreement with the above stated goals, the recipient/cooperator agrees to provide the necessary personnel, equipment, and materials required to implement, in part, the Air Force responsibilities pursuant to the Endangered Species Act (16 USC 1531 et seq.), the Sikes Act Improvement Act, the Migratory Bird Treaty Act (16 USC 1361 et seq.), the National Environmental Policy Act (42 U.S.C. 4321 et seq.), and applicable implementing regulations, such as Air Force Manual (AFMAN) 32-7003, *Environmental Conservation*.
- 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.), 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 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
- 2.4 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.

- 2.5 The installations further (hence DoD) agree to provide substantial involvement as directed under Article II (A) CESU Master Agreements to include, but are not limited to, the following:
- INSTALLATIONS will be involved in development of study methodology, data gathering, analysis, and/or report writing
  - INSTALLATIONS will actively participate and collaborate in carrying out the project plan of work, review and approve activities, help train or select project staff or trainees
  - INSTALLATIONS incur in-kind or direct expenditures in carrying out the activities specified in the project agreement.

### **3. DESCRIPTION OF OBJECTIVES**

Provide the 633d, 733d and the 316th Civil Engineer Squadrons, with support to manage forest habitat, invasive species and sandplain gerardia habitat on JBLE ISS supported installations. This will be accomplished through undesirable vegetation control via application of herbicides and mechanical removal, management of volunteer timber, replanting of native trees, monitoring tree mortality, surveillance/evaluation of forest habitat health in selected areas, and implementing timber stand improvements.

Provide JBLE and JBA with support to manage invasive species in accordance with the goals and objectives of each bases Installation Natural Resources Management Plan.

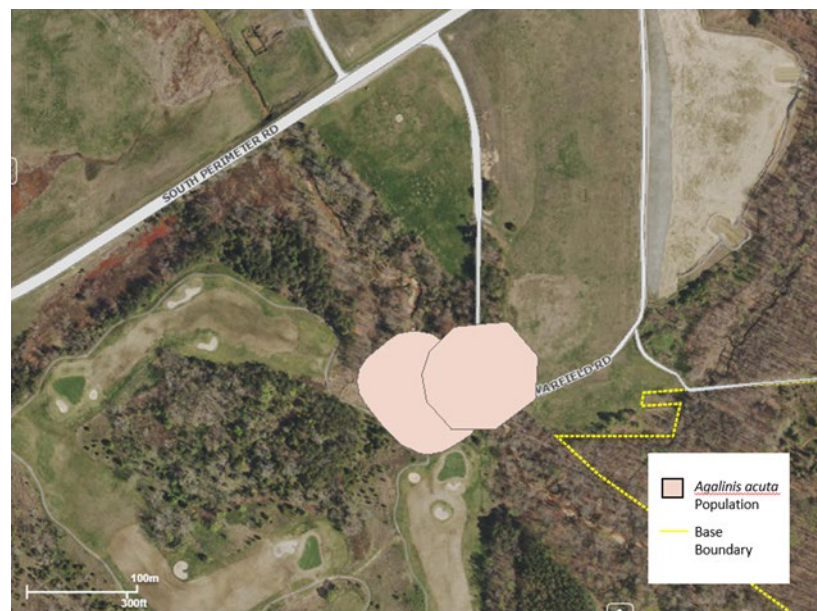
The cooperator will assist with removal of invasive species. The cooperator will provide all labor, materials, herbicides, supplies, and equipment required to perform the tasks noted below. The cooperator shall have undesirable and invasive plant species identification and pesticide application experience in all types of terrain to include forest and wetlands areas. The cooperator shall meet all requirements and qualifications for the application of pesticides on Air Force Installations set forth in section 4 of this Statement of Objectives.

#### **TASK 1 (Base Task) - AJXFA53237119: Mgt, Habitat (Sandplain Gerardia) – Joint Base Andrews**

Project objective is to annually monitor and treat the Sandplain Gerardia reserve area on Joint Base Andrews, Maryland in the location indicated in Figure 1. The Cooperator shall verify presence or absence of the species, its coverage area, the condition of the population, and any stressors. Requirements for this task are:

- Surveys should be conducted by a recognized expert in identification of the species. Qualifications to be a recognized expert include any of the following:
  - A peer reviewed publication related to plant identification or taxonomy
  - Five or more years' experience performing floristic surveys
  - Certification from the USFWS as a "Qualified Surveyor" for threatened and endangered plant species from any U.S. state
  - A bachelor's degree or higher in botany

- Field work includes 2-acre single annual survey during the blooming period and morning hours
- Suppression of encroaching woody vegetation through the use of herbicides and/or mechanical & physical removal
- Annual survey of area, identify species and population/coverage of *Agalinis sp.*
- One annual mowing of approximately 2 acres during the dormant season from December through April
- Email confirmation on project status and completion. Provide a report on habitat condition which includes images documenting site conditions to the JBA Natural Resources Program Manager, Mr. Michael DeLea ([michael.delea@us.af.mil](mailto:michael.delea@us.af.mil)) and the ISS Natural Resources Program Manager Ms. Alicia Garcia ([alicia.garcia.4@us.af.mil](mailto:alicia.garcia.4@us.af.mil)). This final report may be submitted via e-mail or through DoD SAFE.



**Figure 1: *Agalinis sp.* management site on Joint Base Andrews**

### **OPTIONAL TASK 1 - MUHJA53236119: Mgt, Habitat – JBLE (Eustis)**

**Task 1.1.** Continue reforestation efforts in Training Area 17C (as shown in Figure 2):

- (1) Control of undesirable vegetation at or near bases of all (approximately 200) hardwood trees.
- (2) Control of common reed in 3 acres of reforestation site.
- (3) Control vines and undesirable woody or invasive vegetation to promote early successional habitat between managed trees.

**Task 1.2.** Control of undesirable and invasive vegetation re-infesting commercial timber and prescription fire activities (Figure 2).

- (1) Control of undesirable and invasive vegetation within the Felker Army Airfield clear zone timber sale and burn unit to promote early successional habitat that meets both Range Operations and Airfield requirements. This management area encompasses approximately 88 acres of nearly clearcut timber and extends NW and SE of Felker Army Airfield runway.

**Task 1.3.** Improve Fort Eustis Nature Trail and surrounding habitats (Figure 2) support the Natural Resources Program by:

- (1) Blowing, raking, and removing leaves and debris from trail, to include soil from bridges.
- (2) Add bottom steps to all three stairways on the nature trail to ensure safety and prevent further erosion.
- (3) Erosion control at Bridge #1.
- (4) Create vehicle entry points for the 3 bridges (ie, forestry mower) and install 4 bollards at each entry point.
- (5) Repair and cap 12 existing bollards, resurface & cap 5 existing benches.

**Task 1.4.** The Cooperator will assist with control of vegetation around approximately 75 acres of timber management areas to control noxious and invasive species, reduce competition between selected trees. The timber management areas are shown by the blue hash marks in figures 2 and 3 and have been managed routinely in previous years.

- (1) Locations of planted and selected trees are maintained within Natural Resources & Integrated Pest Management (IPM) Branch and will not exceed 75 acres per year in planted sites. All sites have been previously cleared or managed.
- (2) Apply appropriate herbicide to reduce weed competition around planted vegetation and noxious weeds throughout the site.

**Task 1.5.** Taylor Ave-Washington Blvd (Figure 2) forest management and tree replacement (informally referred to as the “Enchanted Forest”): This site is approximately 10 acres in size, consisting of upland and forested wetlands which is mostly hardwood with loblolly pine growing on the edge. These hardwood trees have matured and are now dead or dying due to age, wetland pocketed areas, and borer damage. Cooperator shall support the following:

- (1) Cooperator will fell up to 10 dead or dying trees, logs will be cut to approximately 6ft in length and oriented parallel to Taylor Ave as to not impede mowing or chipped on site.
- (2) Felled treetops shall be chipped or mulched on site without discharge or placement into any wetland areas.
- (3) Apply appropriate herbicide to reduce weed competition around planted vegetation.

**Task 1.6.** Wildflower, pollinator, and early successional habitat establishment and maintenance of approximately 10 acres (Figure 3). Cooperator shall support the

following:

- (1) Locations of early successional and pollinator habitats are maintained within 733d Natural Resources Branch and will not exceed 10 acres per year. All sites have been previously cleared or managed.
- (2) All vegetation will be native forb and/or grass mixes, and will be broadcast, hydro-seeded, or no-till drilled. No tillage or soil disturbance. All bare ground areas will be hydro-seeded or covered with straw or other approved mulch.
- (3) All initial plantings will be over-seeded with a nurse crop of Cereal Rye (Jan-July) or Oats (July-December). Planting mixes will be approved by 733d CES prior to planting and will consist of native and naturalized species that are viable in the specific planting location.

**Task 1.7.** Matthew Jones House Plantation (Figure 2). Cooperator will provide assistance with:

- (1) Control of understory vegetation around base of approximately 200 hardwood trees.
- (2) Control herbaceous undesirable vegetation (predominantly lespedeza, Johnson grass and fescue) in approximately 6 acres of the timber stand.

**Task 1.8.** Cooperator shall prepare one georeferenced map of areas surveyed, areas treated, areas re-treated, new infestations observed. An example map is included in Figure 4 below. Data layers methods used, efficacy notes, and pesticide application reports shall be provided to the JBLE-Eustis Natural Resources Program Manager listed in section 4 of this document along with the AFCEC ISS Natural Resources Program Manager, Ms. Alicia Garcia (contact information also in section 4).

GIS layers will be provided to 733d CES at the completion of the year. GIS data and associated data tables shall be in AFCEC SDS FIE Air Force Adaptation 4.0.1 format.



**Figure 2: JBLE-Eustis Cantonment Habitat Management Units**

### Mulberry Island Habitat Management Units

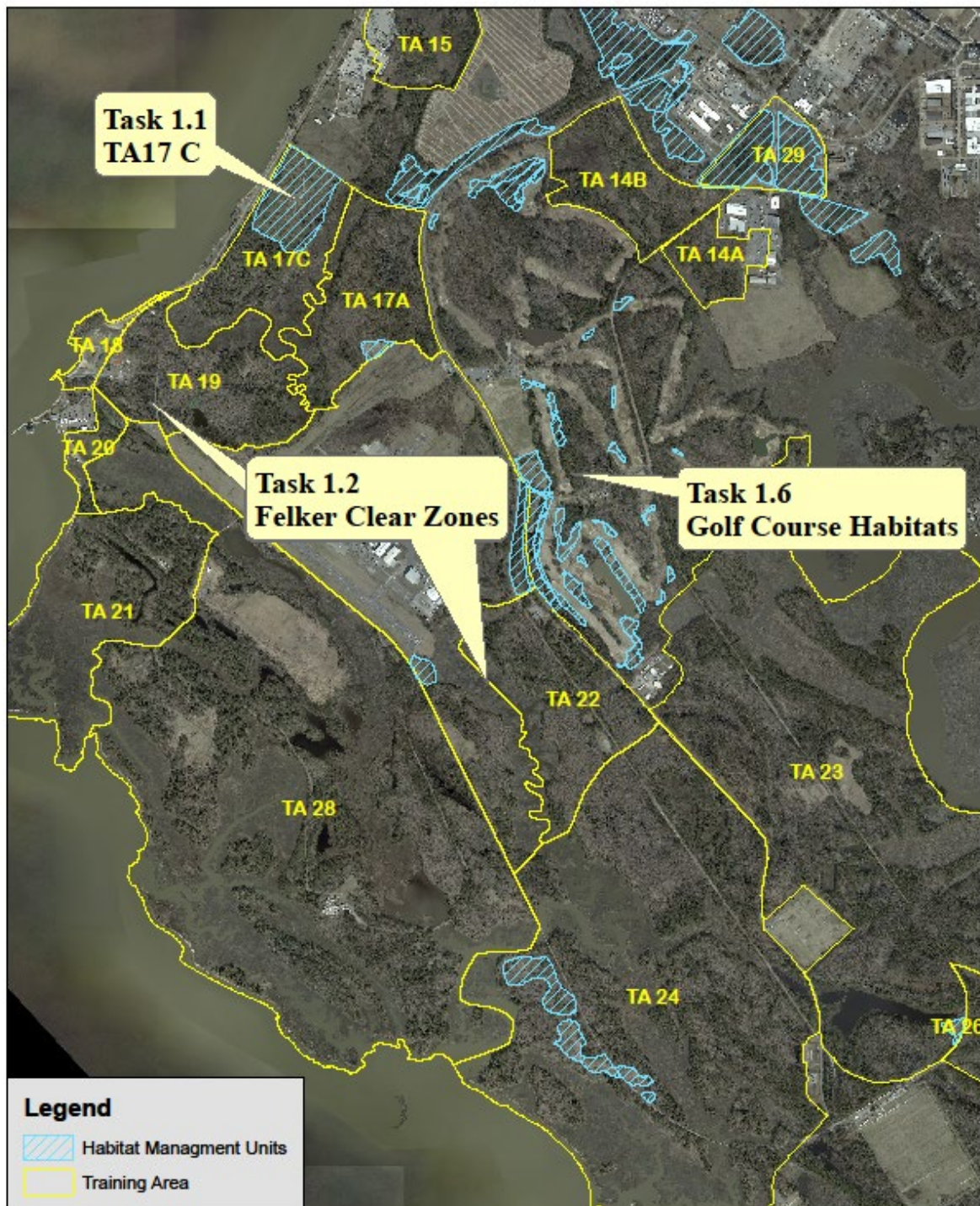


Figure 3: JBLE-Eustis Mulberry Island Habitat Management Units

## OPTIONAL TASK 2 - MUHJA53236121: Mgt, Invasive Species – JBLE (Eustis)

General Task Requirements: The following invasive species shall be treated/removed as identified below. Cooperator must be able to identify invasive species as described by Virginia Dept. of Conservation and Recreation's (VDCR) "Virginia Invasive Plant Species List" for the Coastal region and be familiar with identification of the early detection species (Figure 4).

| Virginia Invasive Plant Species List                                              |                                                   |                          |                            |          |          |         |
|-----------------------------------------------------------------------------------|---------------------------------------------------|--------------------------|----------------------------|----------|----------|---------|
|                                                                                   | Scientific Name                                   | Common Name              | Virginia Invasiveness Rank | REGION   |          |         |
|                                                                                   |                                                   |                          |                            | Mountain | Piedmont | Coastal |
|  | <i>Ailanthus altissima</i>                        | Tree-of-heaven           | High                       | •        | •        | •       |
|                                                                                   | <i>Alliaria petiolata</i>                         | Garlic Mustard           | High                       | •        | •        | •       |
|                                                                                   | <i>Alternanthera philoxeroides</i>                | Alligator-weed           | High                       |          |          | •       |
|                                                                                   | <i>Ampelopsis brevipedunculata</i>                | Porcelain-berry          | High                       |          | •        | •       |
|                                                                                   | <i>Carex kobomugi</i>                             | Japanese Sand Sedge      | High                       |          |          | •       |
|                                                                                   | <i>Celastrus orbiculatus</i>                      | Oriental Bittersweet     | High                       | •        | •        | •       |
|                                                                                   | <i>Centaurea stoebe</i> ssp. <i>micranthos</i>    | Spotted Knapweed         | High                       | •        | •        | •       |
|                                                                                   | <i>Cirsium arvense</i>                            | Canada Thistle           | High                       | •        | •        | •       |
|                                                                                   | <i>Dioscorea polystachya</i>                      | Cinnamon Vine            | High                       | •        | •        | •       |
|                                                                                   | <i>Elaeagnus umbellata</i>                        | Autumn Olive             | High                       | •        | •        | •       |
|                                                                                   | <i>Euonymus alatus</i>                            | Winged Euonymus          | High                       | •        | •        | •       |
|                                                                                   | <i>Ficaria verna</i>                              | Lesser Celandine         | High                       |          | •        | •       |
|  | <i>Hydrilla verticillata</i>                      | Hydrilla                 | High                       | •        | •        | •       |
|                                                                                   | <i>Iris pseudacorus</i>                           | Yellow Flag              | High                       | •        | •        | •       |
|                                                                                   | <i>Lespedeza cuneata</i>                          | Chinese Lespedeza        | High                       | •        | •        | •       |
|                                                                                   | <i>Ligustrum sinense</i>                          | Chinese Privet           | High                       | •        | •        | •       |
|                                                                                   | <i>Lonicera japonica</i>                          | Japanese Honeysuckle     | High                       | •        | •        | •       |
|                                                                                   | <i>Lonicera maackii</i>                           | Amur Honeysuckle         | High                       | •        | •        | •       |
|                                                                                   | <i>Lonicera morrowii</i>                          | Morrow's Honeysuckle     | High                       | •        | •        | •       |
|                                                                                   | <i>Lythrum salicaria</i>                          | Purple Loosestrife       | High                       | •        | •        | •       |
|                                                                                   | <i>Microstegium vimineum</i>                      | Japanese Stiltgrass      | High                       | •        | •        | •       |
|                                                                                   | <i>Murdannia keiskei</i>                          | Marsh Dewflower          | High                       | •        | •        | •       |
|                                                                                   | <i>Myriophyllum aquaticum</i>                     | Parrot Feather           | High                       | •        | •        | •       |
|                                                                                   | <i>Myriophyllum spicatum</i>                      | Eurasian Water-milfoil   | High                       | •        | •        | •       |
|                                                                                   | <i>Persicaria perfoliata</i>                      | Mile-a-minute            | High                       | •        | •        | •       |
|                                                                                   | <i>Phragmites australis</i> ssp. <i>australis</i> | Common Reed              | High                       | •        | •        | •       |
|                                                                                   | <i>Pueraria montana</i> var. <i>lobata</i>        | Kudzu                    | High                       | •        | •        | •       |
|                                                                                   | <i>Reynoutria japonica</i>                        | Japanese Knotweed        | High                       | •        | •        | •       |
|                                                                                   | <i>Rosa multiflora</i>                            | Multiflora Rose          | High                       | •        | •        | •       |
|                                                                                   | <i>Rubus phoenicolasius</i>                       | Wineberry                | High                       | •        | •        | •       |
|                                                                                   | <i>Sorghum halepense</i>                          | Johnson Grass            | High                       | •        | •        | •       |
|                                                                                   | <i>Urtica dioica</i>                              | European Stinging Nettle | High                       | •        | •        | •       |
|                                                                                   | <i>Acer platanoides</i>                           | Norway Maple             | Medium                     | •        | •        | •       |
|                                                                                   | <i>Agrostis capillaris</i>                        | Colonial Bent-grass      | Medium                     | •        | •        | •       |
|                                                                                   | <i>Akebia quinata</i>                             | Five-leaf Akebia         | Medium                     |          | •        | •       |
|                                                                                   | <i>Albizia julibrissin</i>                        | Mimosa                   | Medium                     | •        | •        | •       |
|                                                                                   | <i>Arthraxon hispidus</i> var. <i>hispidus</i>    | Joint Head Grass         | Medium                     | •        | •        | •       |
|                                                                                   | <i>Berberis thunbergii</i>                        | Japanese Barberry        | Medium                     | •        | •        | •       |
|                                                                                   | <i>Cirsium vulgare</i>                            | Bull Thistle             | Medium                     | •        | •        | •       |
|                                                                                   | <i>Dipsacus fullonum</i>                          | Wild Teasel              | Medium                     | •        | •        | •       |
|                                                                                   | <i>Egeria densa</i>                               | Brazilian Waterweed      | Medium                     | •        | •        | •       |
|                                                                                   | <i>Euonymus fortunei</i>                          | Winter Creeper           | Medium                     | •        | •        | •       |
|                                                                                   | <i>Glechoma hederacea</i>                         | Gill-over-the-ground     | Medium                     | •        | •        | •       |
|                                                                                   | <i>Hedera helix</i>                               | English Ivy              | Medium                     | •        | •        | •       |

[www.dcr.virginia.gov/natural\\_heritage/invspinfo.shtml](http://www.dcr.virginia.gov/natural_heritage/invspinfo.shtml)

continued

Figure 4: Invasive Plant List, Virginia Dept of Conservation and Recreation

**Task 2.1.** GIS Layers and mapping of invasive plant species:

- (1) Contractor shall analyze existing invasive vegetation maps, observations, and removal efforts and consolidate into integrated maps of locations across the installation (approximately 6,000 excluding the Impact Area south of the firing ranges) and including the Firing Range complex Fire break system. An example map is provided in Figure 5.
- (2) Map(s) created shall document species, locations, infestation acreage, and legacy debris hazards across the installation and be color coded. Invasive species will be prioritized as follows:
  - a. All terrestrial, woody invasive species as defined by the VDCR in figure 4.
  - b. All terrestrial, non-woody invasive species as defined by the VDCR.
  - c. Interior populations of common reed, giant reed, or other invasive wetland vegetation (large, populated sections of tidal wetlands need not be mapped).
  - d. Invasive species control that has been completed or appears to be nearly complete (monitor and re-treat).
  - e. Any invasive species in the early detection category as defined by the VDCR.
  - f. Legacy (military) debris that is hazardous to humans or equipment conducting invasive species management (to include concrete, railroad ties, metal debris).
- (3) Observational, historical, or map data that is inconsistent or unclear will be evaluated in the field and updated within GIS layers.
- (4) Information from this project will be included in a separate report that includes all information requested above, maps, and GIS layers will be provided to 733 CES for future reference. A digital copy of the report and all GIS layers will be submitted over DoD SAFE.

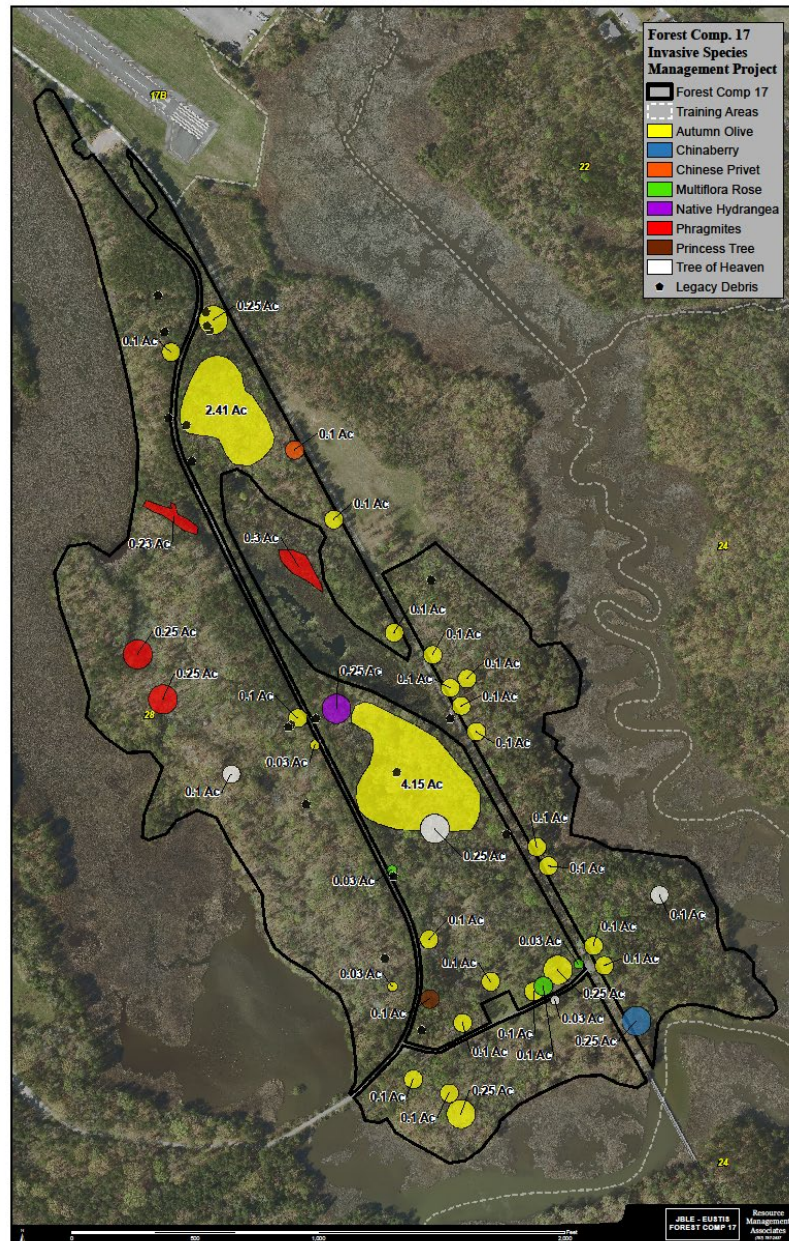
**Task 2.2.** Golden bamboo (*Phyllostachys aurea*) previously controlled. Emergence and repopulation are expected at the following locations and will require treatment:

- (1) Evaluate and retreat as needed adjacent/vicinity of BLDG 2715 (Rail Shop) on Taylor Ave evaluation & retreatment as needed.
- (2) Vicinity of Old Dog Park site of evaluation & retreatment as needed.
- (3) Vicinity of Thompson Circle (North of housing only), and Pershing Ave adjacent to privatized housing for mechanical removal and chemical treatment of regrowth, temporarily remove and replace fence for access.
- (4) Evaluate and retreat as needed inside the Dog Park fence (vicinity Wilson Ave and Pershing Ave).

**Task 2.3.** Common reed (*Phragmites australis*) previously controlled. Chemical treatment is needed to control the spread of common reed in critical interior wetland locations and roadside training areas.

- (1) North side of golf course maintenance road directly adjacent and behind the maintenance shop.

- (2) Patches located along roadside in TA28, 2 ephemeral wetlands located near Combat in City (CIC) and Military Operations in Urban Terrain (MOUT) facility sites to be identified by 733d CES, and 3 inland wetlands located between Ft. Crafford and the Aviation Complex.
- (3) Area along east and west side of Mulberry Island Road between Wilson Ave and Back River roads.
- (4) Training Area 18 shoreline

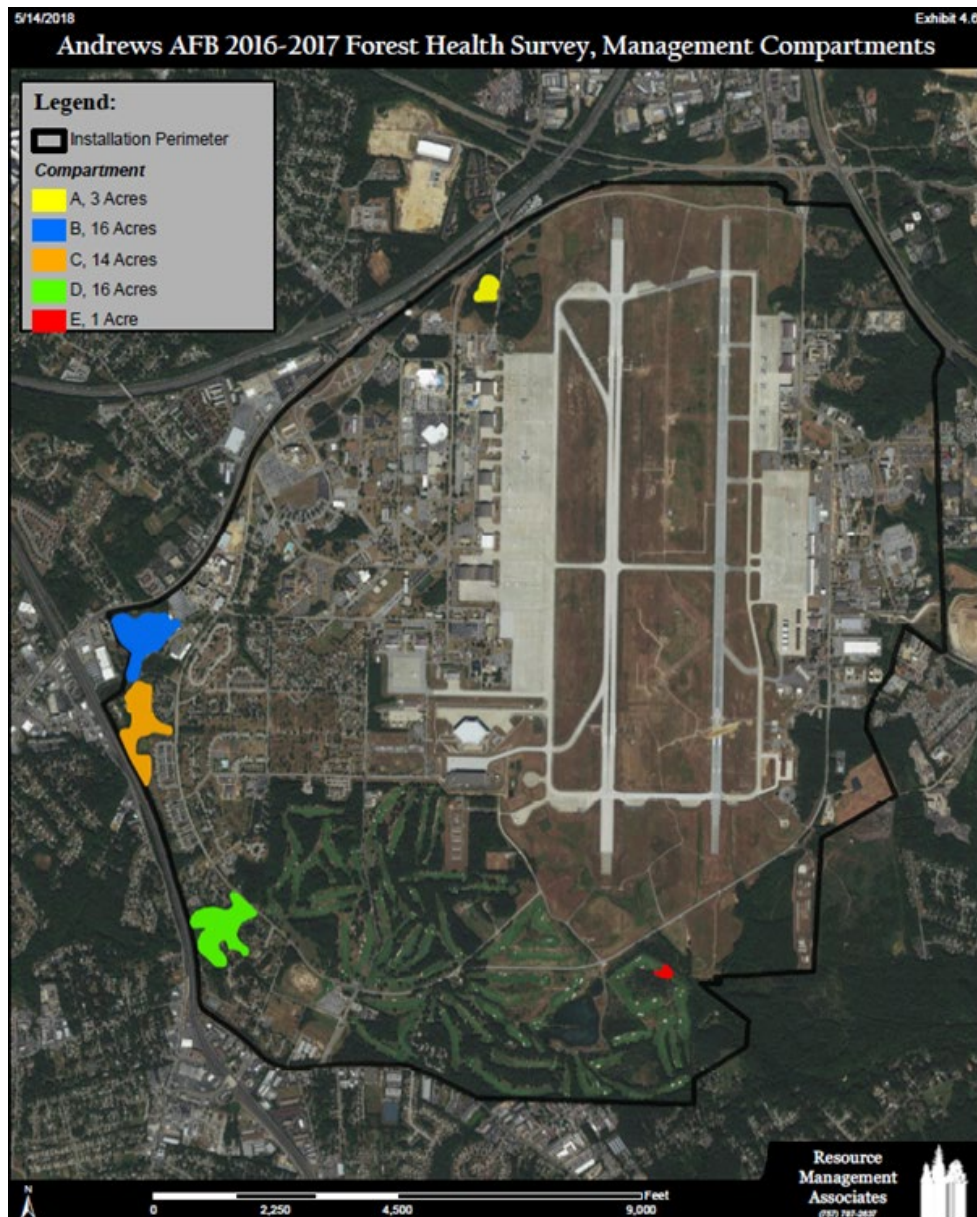


**Figure 5: Example Invasive Treatment Map**

### **OPTIONAL TASK 3 - AJXFA53236119: Mgt, Habitat (Forest) – Joint Base Andrews**

Forested areas on Andrews Air Force Base have been neglected and become a repository for invasive species. The cooperator will improve wildlife forest habitat by removing invasive species (Phragmites, privet species, English Ivy etc) from forested compartments (Figure 6) through application of herbicides. The Cooperator will remove invasive species from headwaters of streams within **20 acres** of the forested compartments (which are approximately 50 acres in total size). Streams within these forested compartments discharge to significant streams within the State of Maryland and ultimately the Chesapeake Bay. The selected cooperator must be licensed/qualified to apply herbicides in accordance with Maryland state regulations. The cooperator will provide a copy of all necessary licenses and certifications to both the base natural resources program manager (Mr. Michael DeLea) as well as the base Integrated Pest Management (IPM) Shop. Post herbicide application records which detail chemicals applied, amount used and formulation (pellet, spray, etc) to both the base Natural Resources program Manager and the IPM shop lead. No chemicals which have not been approved by the base IPM Shop shall be used on Joint Base Andrews. No application of chemicals to treat invasive species shall be performed until the treatment plan for FY23 is reviewed and approved by the Natural Resources Program Manager.

Information from this project will be included in a separate report that includes a summary of areas treated through the FY23 contract, maps, and GIS layers. A digital copy of the report and all GIS layers will be submitted over DoD SAFE to the Joint Base Andrews Natural Resources Manager (Mr. Michael DeLea) and the JBLE ISS Natural Resources Program Manager (Ms. Alicia Garcia). Work completed under this Cooperative Agreement will not be considered complete until the points of contact, noted above have confirmed receipt of the required report and GIS files.



**Figure 6: Forested Compartments on Joint Base Andrews where invasive species work will be completed as part of this cooperative agreement**

#### OPTIONAL TASK 4 - AJXFA53236121: Mgt, Invasive Species – Joint Base Andrews

The cooperator will treat 20 acres of phragmites on the JBA airfield and adjacent golf course via aerial herbicide application to reduce the BASH risk created by this species. Birds and mammalian vertebrates have been observed using phragmites as cover. These species present an unacceptable risk to flight operations on the JBA airfield. General areas to be treated are shown in Figure 7. Information from this project will be included in a separate report that includes a summary of areas treated through the FY23 contract, maps, and GIS layers. A digital copy of the report and all GIS layers will be submitted over DoD SAFE to the Joint Base Andrews Natural Resources Manager (Mr. Michael DeLea) and the JBLE ISS Natural Resources Program Manager (Ms. Alicia Garcia). Work completed under this Cooperative Agreement will not be considered complete until the points of contact, noted above have confirmed receipt of the required report and GIS files.



Figure 7: Joint Base Andrews Invasive Species Map

**OPTIONAL TASK 5 - MUHJA53236121: Mgt, Invasive Species – JBLE (Langley)**

The cooperator will provide ground-based treatment of 35 acres of invasive species at the direction of the JBLE-Langley Natural Resources Program Manager, Ms. Cecilia Boyd ([cecilia.boyd@us.af.mil](mailto:cecilia.boyd@us.af.mil)) and in accordance with the JBLE-Langley invasive species management plan currently in development for FY23. Areas treated may include coastal terrapin nesting habitat, recreation areas and base stormwater swales or detention basins. Mechanical removal of 8 acres of invasive species will also be required to improve base habitat. Management actions will occur on both the JBLE-Langley Main Base as well as Big Bethel Reservoir (located 1.7 miles from the main installation).

**OPTIONAL TASK 6 - MUHJA53231117: Mgt. Cultural Sites – JBLE (Eustis) –**

The cooperator will implement the tree removal recommendations provided in the “*Hazard Tree Evaluation at Joint Base Langley-Eustis, Fort Eustis, Virginia*” report from 2020. The cooperator will oversee the removal of 42 trees from civil war earth work sites identified as 44NN0116 and Site 44NN0182 (appx 42 total trees, 17 severe hazards). Site maps with locations of trees for removal are provided in Figures 8 and 9. The full report which includes physical descriptions of trees to be removed will be provided to the selected cooperator following cooperative agreement award. The cooperator will ensure no erosion or other damage to the civil war earthworks occurs as a result of active tree removal.

The cooperator must have a demonstrated history of at least five years in removing vegetation from ecologically or culturally sensitive sites. This experience can be demonstrated through a summary of previous projects completed either through private contract or on state/federally held land. The cooperator must ensure that any tree removal subcontractor selected to perform this work has a minimum of 5 years of experience performing professional tree removal and holds all licenses, insurance and other credentials required for such action within the Commonwealth of Virginia. The cooperator and any selected subcontractors will work with the JBLE-Eustis Cultural Resources Program Manager, Dr. Christopher McDaid, to prepare a work plan which must be approved by Dr. McDaid and Tim Christensen (Natural Resources Program Manager), to ensure any tree disposal meets base requirements and restrictions related to imported red fire ants. The work plan will also address removal of any trees other than those specifically targeted for removal. The cooperator will ensure no trees not approved for removal are damaged or destroyed as a result of this contract unless that removal has been approved by Mr. Tim Christensen. The work plan will also address tree disposal following removal. Tree disposal options which shall be considered include, mulching, cutting into sections and leaving in place, and haul trees off the installation for disposal. The final method of tree disposal for both sites must be approved by Mr. Tim Christensen prior to the commencement of tree removal activities.

*\* required Endangered Species Act Consultation for impacts to the Northern Long Eared bat have already been completed for this project with a “no effect” determination as of Apr 2023*

This task has the following sub-tasks as components:

**Sub-Task 1.** Kick-off meeting/call: No more than 10 days after the award of this action the contractor will coordinate with the Fort Eustis CRM to conduct a kick-off meeting/ call for this action. Draft minutes from the meeting/call will be provided to all participants for review and

comments. The contractor shall revise the minutes to reflect received comments and distribute to participants within 5 days of the receipt of comments from Fort Eustis.

**Sub-Task 2.** Site visit: Within 15 days of the kick-off meeting the contractor will coordinate with Fort Eustis CRM to travel to Fort Eustis and visit sites 44NN0116 and 44NN0183 to inspect the sites. This sub-task and sub-task 1 can be combined if Fort Eustis agrees.

**Sub-Task 3.** Develop a work plan: Within 30 days of the site visit the contractor will provide a draft work plan for the removal of the identified hazard trees to the Fort Eustis CRM for review and comments. The contractor shall revise the work plan to reflect received comments and distribute to participants within 5 days of the receipt of comments from Fort Eustis.

**Sub-Task 4.** Remove the selected trees from 44NN0116 and 440182: The contractor shall coordinate with the Fort Eustis cultural resources manager to schedule dates for tree removal. The removal will not damage the archaeological sites and will be performed consistent with plan developed by RMA. No heavy equipment would be allowed on any of the archaeological features, and all tree trunks/limbs/branches be lowered with ropes by a tree climbing specialist and not dropped on berms, slopes or in trenches. All material was to be left on site, but not within wetlands, and stumps were to be “flush-cut”. Wire flags will designate where rows of debris will be placed, no closer than 20’ from the earthworks, a minimum of 25’ between debris rows, and stacked less than 4’ in height. In order to minimize erosion, minimize collateral damage to adjacent trees and shrubs that could filter energy from precipitation as well as stabilize soil with root systems (straw was utilized to stabilize soil where leaf litter was heavily disturbed). The area at Site 44NN0182 will be seeded with a seed mix containing native species that is approved by the 733dCES Natural Resources.

**Sub-Task 5.** Document tree removal via photographs.

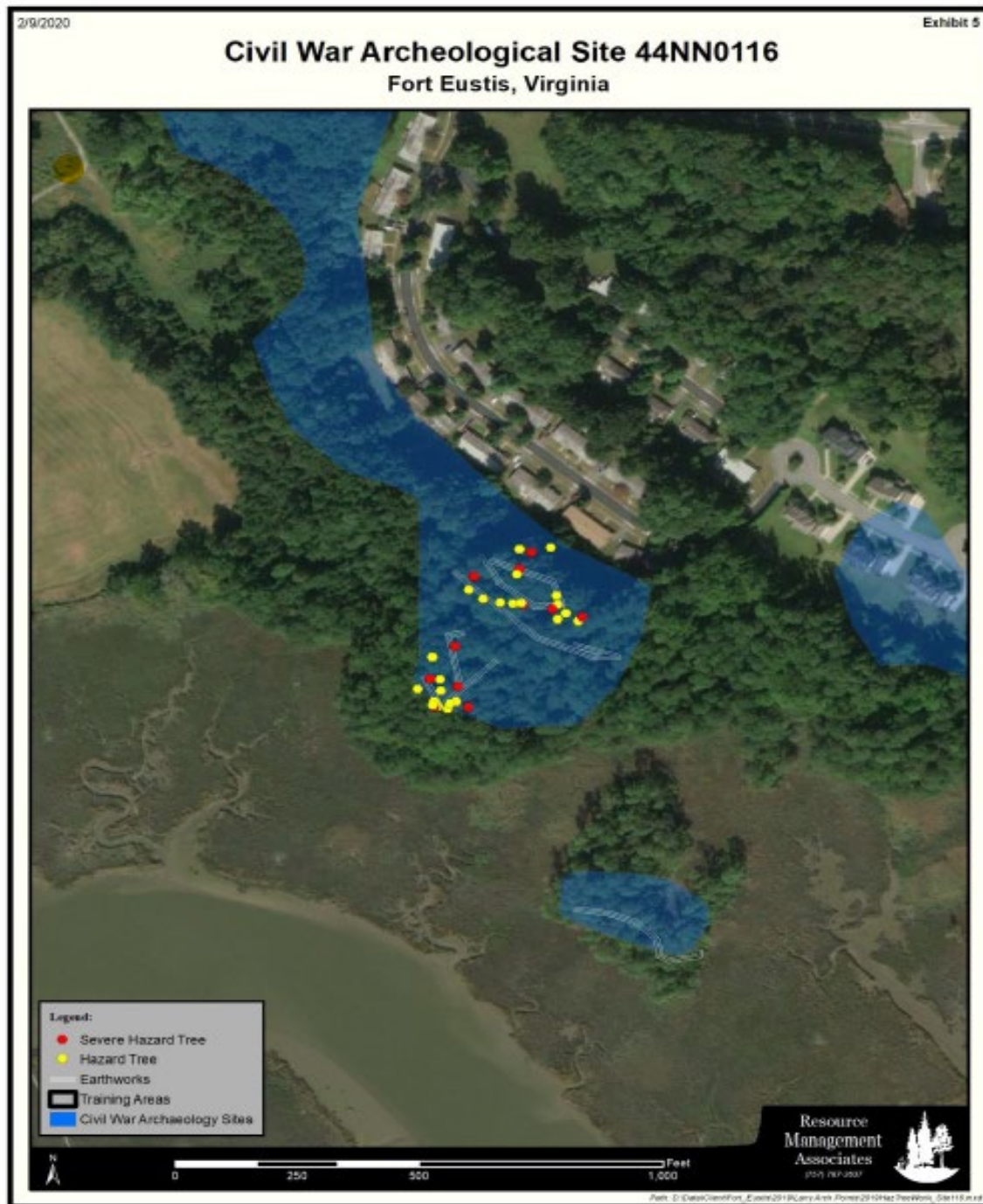
**JBLE-Eustis Points of Contact for Optional Task 6:**

Dr. Christopher L. McDaid  
Archaeologist/Cultural Resources Manager  
Phone: (757) 878-7365  
[christopher.mcdaid@us.af.mil](mailto:christopher.mcdaid@us.af.mil)

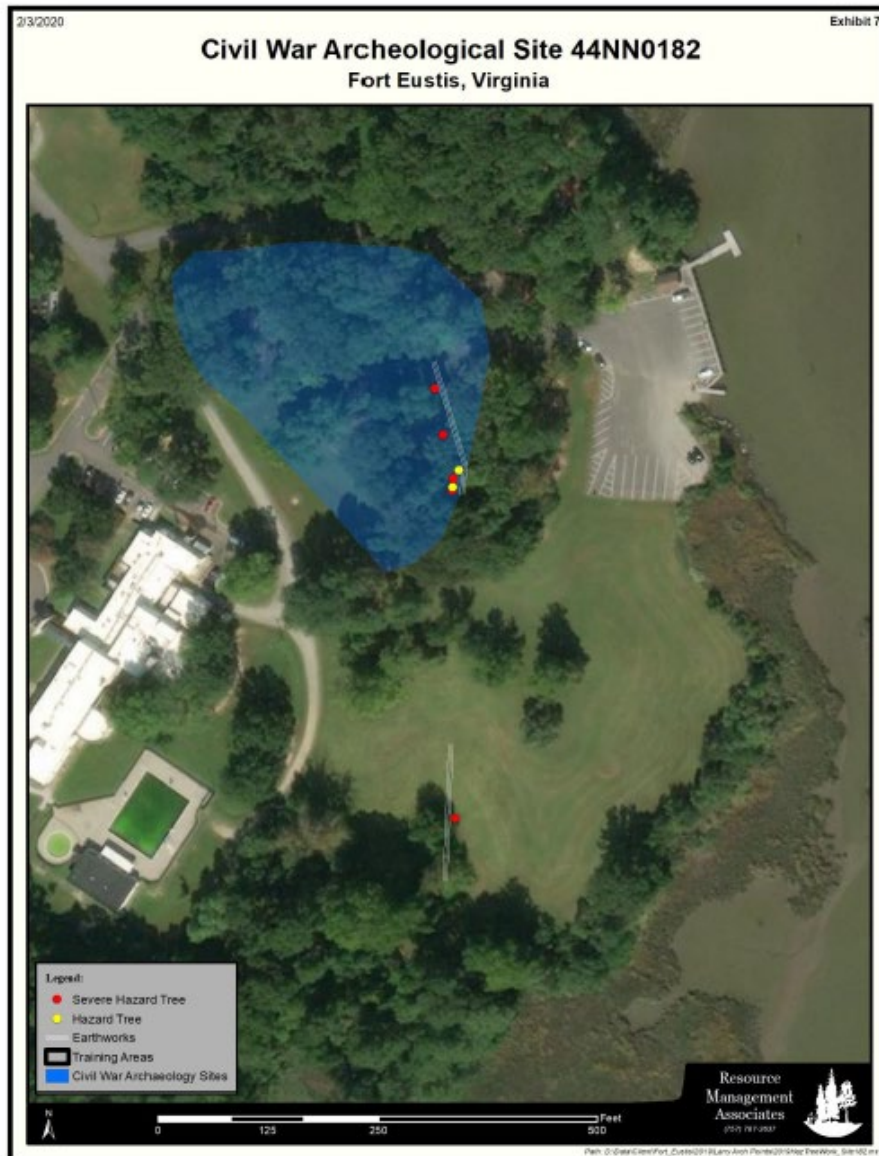
Timothy Christensen  
Natural Resources Program Manager  
Phone: (757) 878-4231  
[timothy.christensen.6@us.af.mil](mailto:timothy.christensen.6@us.af.mil)

MATT NOWAKOWSKI, MS, MSHP, GS-13, DAF  
East Region Cultural Resources Panel Lead  
Air Force Civil Engineer Center  
DSN 574-9335 Comm 202-744-8533

[henry.nowakowski.1@us.af.mil](mailto:henry.nowakowski.1@us.af.mil)



**Figure 8:** Trees identified for removal at Cultural Resources Site 44NN0116



**Figure 9:** Trees identified for removal at Cultural Resources site 44NN0182.

### **OPTIONAL TASK 7 – Develop Invasive Species Management Plan – JBLE (Eustis)**

Project objectives are to verify the presence and extent of invasive species on the main installation (7,800+ acres) and provide management recommendations for their control/eradication. This scope of work will also include; providing a species list, mapped distribution of invasive species observed and management/removal recommendations for invasive species on all property under the control of JBLE-Eustis. Management recommendations should be presented as tasks to be performed annually over a 5-10 period following the survey date. Priority for treatment will be assigned base on 1) invasive species impacting mission readiness (ex. Phragmites on the airfield) 2) invasive species impacting habitat for rare threatened or endangered species, 3) habitat improvement for native species

(ex. removal of allelopathic plants from amphibian habitats). Priority for treatment may be adjusted before the start of survey work based on feedback from Natural Resources staff.

Both the spatial files generated during the course of this work and the final management plan will be provided to the base and the JBLE ISS as a deliverable in addition to the management plan.

#### **OPTIONAL TASK 8 – Develop Invasive Species Management Plan – Joint Base Andrews –**

Project objectives are to verify the presence and extent of invasive species on the main installation and all GSU's (7,407 acres) and provide management recommendations for their control/eradication. This scope of work will also include; providing a species list, mapped distribution of invasive species observed and management/removal recommendations for invasive species on all property under the control of Joint Base Andrews (JBA). Management recommendations should be presented as tasks to be performed annually over a 5-10 period following the survey date. Priority for treatment will be assigned base on 1) invasive species impacting mission readiness (ex. Phragmites on the airfield) 2) invasive species impacting habitat for rare threatened or endangered species, 3) habitat improvement for native species (ex. removal of allelopathic plants from amphibian habitats)

Both the spatial files generated during the course of this work and the final management plan will be provided to the base and the JBLE ISS as a deliverable in addition to the management plan.

#### **OPTIONAL TASK 9: Joint Base Anacostia Bolling Invasive Species Management Plan**

Project objectives are to update/verify the presence/extent and spread of invasive species on the main installation (966 acres) from a 2018 survey and provide management recommendations for their control/eradication. A report and spatial data from the previous survey can be provided. This scope of work will also include providing a species list, mapped distribution of invasive species observed and management/removal recommendations for invasive species on all property under the control of Joint Base Anacostia Bolling (JBAB). Management recommendations should be presented as tasks to be performed annually over a 5-10 period following the survey date. Priority for treatment will be assigned based on 1) invasive species impacting mission readiness (ex. Phragmites on the airfield) 2) invasive species impacting habitat for rare threatened or endangered species, 3) habitat improvement for native species (ex. removal of allelopathic plants from amphibian habitats). Management priorities may be adjusted during an initial planning meeting and prior to the start of field work at the discretion of the Natural Resources Program Manager.

Both the spatial files generated during the course of this work and the final management plan will be provided to the base and the JBLE ISS as a deliverable in addition to the management plan.

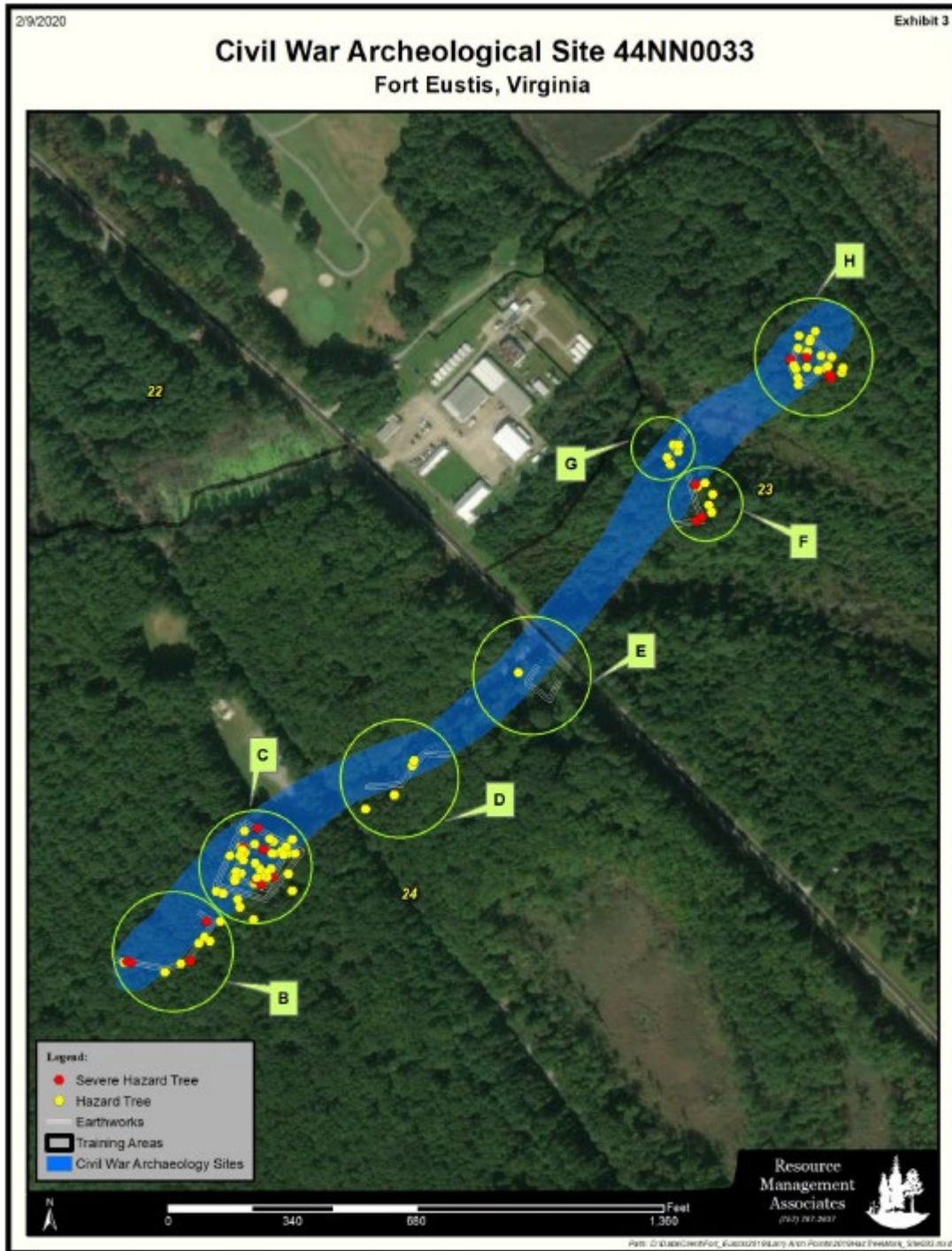
## **OPTIONAL TASK 10:**

The cooperator will implement the tree removal recommendations provided in the “*Hazard Tree Evaluation at Joint Base Langley-Eustis, Fort Eustis, Virginia*” report from 2020. The cooperator will oversee the removal of **40** trees from civil war earth work sites identified as 44NN0033 areas D, E, F, G & H as shown in Figure 10. This represents approximately half of the work outlined in the “Hazard Tree Evaluation Plan for site 44NN0033. The remainder of hazard trees located on this site will be slated for removal in a subsequent option year.

A full report which includes physical descriptions of trees to be removed will be provided to the selected cooperator following cooperative agreement award. Hazard trees were also previously marked with tags and spatial data on tree locations will be provided if required. The cooperator will ensure no erosion or other damage to the civil war earthworks occurs as a result of active tree removal.

The cooperator must have the experience outlined in Task 6 (MUHJA53231117: Mgt. Cultural Sites – JBLE (Eustis). The cooperator must prepare a work plan for review, coordination and approval as described in Task 6. This work plan must cover tree disposal methods as outlined in Task 6. The cooperator will verify that Endangered Species Act consultations for bats have been completed by natural resources staff prior to beginning any tree cutting on JBLE-Eustis.

**Sub-Tasks 1 – 5 as outlined in optional task 6 (above) will be required for completion of this task as well.**



**Figure 10:** 98 trees for which removal is required to protect civil war era earthworks on JBLE-Eustis

#### **OPTIONAL TASK 11:**

The cooperators will implement the tree removal recommendations provided in the “*Hazard Tree Evaluation at Joint Base Langley-Eustis, Fort Eustis, Virginia*” report from 2020. The cooperators

will oversee the removal of **58** trees from civil war earth work sites identified as 44NN0033 areas B & C as shown in Figure 10. This represents just over half of the work recommended in the “Hazard Tree Evaluation...” for site 44NN0033.

A full report which includes physical descriptions of trees to be removed will be provided to the selected cooperator following cooperative agreement award. Hazard trees were also previously marked with tags and spatial data on tree locations will be provided if required. The cooperator will ensure no erosion or other damage to the civil war earthworks occurs as a result of active tree removal.

The cooperator must have the experience outlined in Task 6 (MUHJA53231117: Mgt. Cultural Sites – JBLE (Eustis). The cooperator must prepare a work plan for review, coordination and approval as described in Task 6. This work plan must cover tree disposal methods as outlined in Task 6. The cooperator will verify that Endangered Species Act consultations for bats have been completed by natural resources staff prior to beginning any tree cutting on JBLE-Eustis.

**Sub-Task 1-5 as outlined in Task 6 will be required for optional task 11 as well.**

#### **OPTIONAL TASK 12:**

The cooperator will implement the tree removal recommendations provided in the “*Hazard Tree Evaluation at Joint Base Langley-Eustis, Fort Eustis, Virginia*” report from 2020. The cooperator will oversee the removal of **46** trees from civil war earth work sites identified as 44NN0070 as shown in Figure 11. This represents one third of the work outlined in the “Hazard Tree Evaluation Plan for site 44NN0070”.

A full report which includes physical descriptions of trees to be removed will be provided to the selected cooperator following cooperative agreement award. Hazard trees were also previously marked with tags and spatial data on tree locations will be provided if required. The cooperator will ensure no erosion or other damage to the civil war earthworks occurs as a result of active tree removal.

The cooperator must have the experience outlined in Task 6 (MUHJA53231117: Mgt. Cultural Sites – JBLE (Eustis). The cooperator must prepare a work plan for review, coordination and approval as described in Task 6. This work plan must cover tree disposal methods as outlined in Task 6. The cooperator will verify that Endangered Species Act consultations for bats have been completed by natural resources staff prior to beginning any tree cutting on JBLE-Eustis.

**Sub-Task 1-5 as outlined in Task 6 will be required for optional task 12 as well.**

#### **OPTIONAL TASK 13:**

The cooperator will implement the tree removal recommendations provided in the “Hazard Tree Evaluation at Joint Base Langley-Eustis, Fort Eustis, Virginia” report from 2020. The cooperator will oversee the removal of an additional 46 trees from civil war earth work sites identified as 44NN0070 as shown in Figure 11. This represents one third of the work outlined in the “Hazard Tree Evaluation Plan for site 44NN0070”.

A full report which includes physical descriptions of trees to be removed will be provided to the selected cooperator following cooperative agreement award. Hazard trees were also previously marked with tags and spatial data on tree locations will be provided if required. The cooperator will ensure no erosion or other damage to the civil war earthworks occurs as a result of active tree removal.

The cooperator must have the experience outlined in Task 6 (MUHJA53231117: Mgt. Cultural Sites – JBLE (Eustis). The cooperator must prepare a work plan for review, coordination and approval as described in Task 6. This work plan must cover tree disposal methods as outlined in Task 6. The cooperator will verify that Endangered Species Act consultations for bats have been completed by natural resources staff prior to beginning any tree cutting on JBLE-Eustis.

**Sub-Task 1-5 as outlined in Task 6 will be required for optional task 13 as well.**

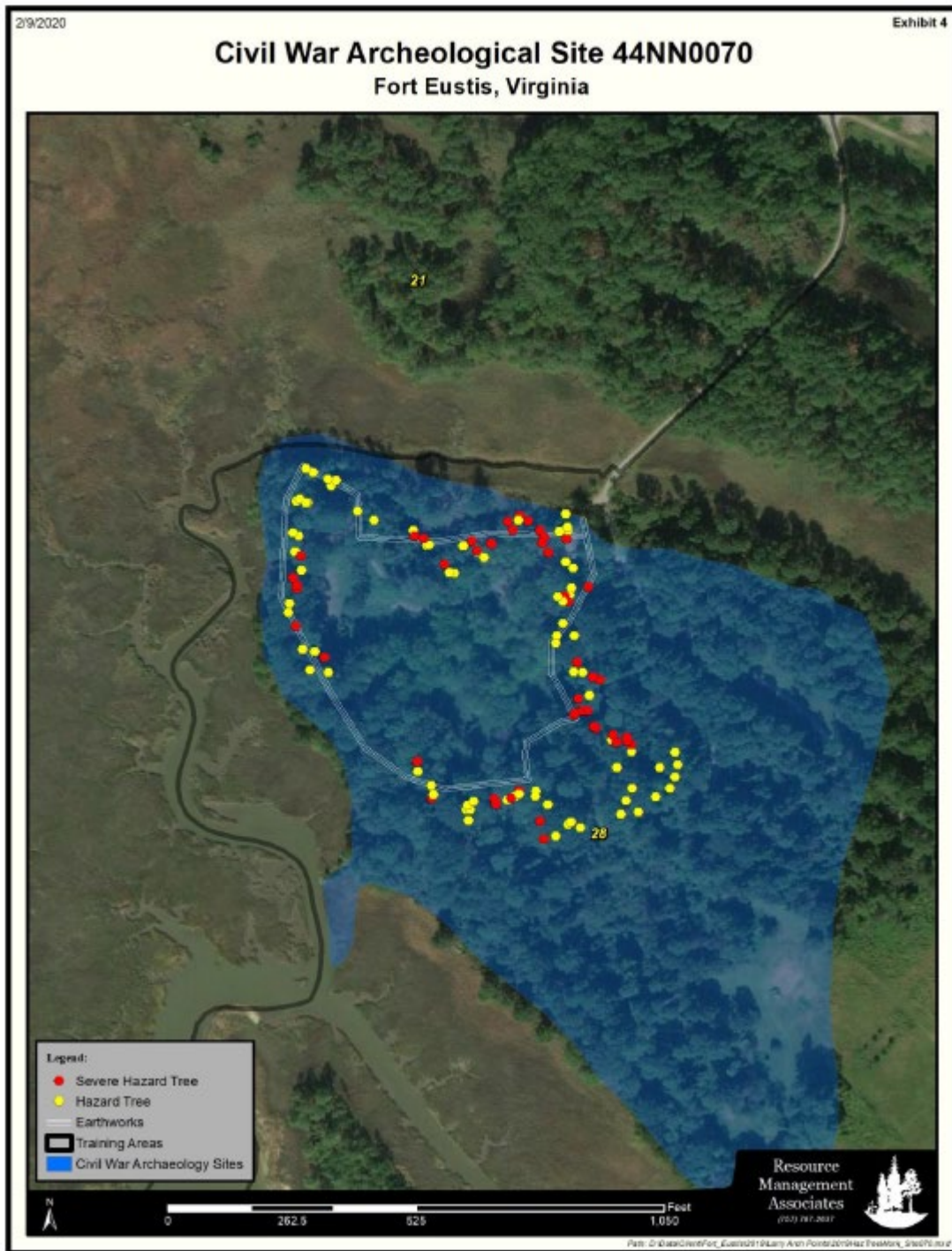
#### **OPTIONAL TASK 14:**

The cooperator will implement the tree removal recommendations provided in the “*Hazard Tree Evaluation at Joint Base Langley-Eustis, Fort Eustis, Virginia*” report from 2020. The cooperator will oversee the removal of an additional **46** trees from civil war earth work sites identified as 44NN0070 as shown in Figure 11. This represents one third of the work outlined in the “Hazard Tree Evaluation Plan for site 44NN0070”.

A full report which includes physical descriptions of trees to be removed will be provided to the selected cooperator following cooperative agreement award. Hazard trees were also previously marked with tags and spatial data on tree locations will be provided if required. The cooperator will ensure no erosion or other damage to the civil war earthworks occurs as a result of active tree removal.

The cooperator must have the experience outlined in Task 6 (MUHJA53231117: Mgt. Cultural Sites – JBLE (Eustis). The cooperator must prepare a work plan for review, coordination and approval as described in Task 6. This work plan must cover tree disposal methods as outlined in Task 6. The cooperator will verify that Endangered Species Act consultations for bats have been completed by natural resources staff prior to beginning any tree cutting on JBLE-Eustis.

**Sub-Task 1-5 as outlined in Task 6 will be required for optional task 14 as well.**



**Figure 11:** 138 hazard trees located on Civil War Earthworks at site 44NN0070 which will require removal.

#### **4. REQUIREMENTS AND QUALIFICATIONS FOR PESTICIDE APPLICATION ON AIR FORCE INSTALLATIONS**

Special conditions concerning pest control and pesticide use. The Cooperator shall meet the following requirements:

- 4.1. Provide documentation authorizing the cooperator to perform pest control/pesticide application in the Commonwealth of Virginia, District of Columbia or State of Maryland as applicable. For work on JBLE, the cooperator shall provide a copy of their State Pesticide Business License, copies of Virginia Department of Agriculture and Consumer Services (VDACS) Pesticide Applicator Certificates. Within the Commonwealth of Virginia required licenses include: categories 2 (Forest Pest Control), 5A (Aquatic Pest Control- General) and 6 (Rights-of-Way Pest Control) for each pest controller that will be performing pest control services and pesticide/environmental liability insurance to the Installation Pest Management Coordinator (IPMC) no later than 2 weeks prior to application of pesticides and annually within one week of subsequent recertification or renewal. These documents can be sent electronically or mailed to the base Natural Resources Program Manager. Points of Contact for each installation are below. On JBA (Maryland), a Maryland pesticide business license is required in addition to state minimum general liability insurance. An original copy of the current Certificate of Insurance must be kept on file with Maryland Department of Agriculture in addition to state pesticide applicators license listed above.

Joint Base Langley-Eustis, Ft. Eustis  
Natural Resources Program Manager  
733d Mission Support Group  
Environmental Element  
Civil Engineer Squadron  
1407 Washington Blvd  
Fort Eustis, Virginia 23604  
e-mail submissions to:  
[timothy.christensen.6@us.af.mil](mailto:timothy.christensen.6@us.af.mil)  
[adam.priestley.1@us.af.mil](mailto:adam.priestley.1@us.af.mil)  
[alicia.garcia.4@us.af.mil](mailto:alicia.garcia.4@us.af.mil)

Joint Base Langley Eustis –Langley Air Force Base  
Natural Resources Program Manager  
633 CES Environmental Element  
37 Sweeney Blvd.  
JBLE-Langley, Virginia 23665  
[david.jennings.4@us.af.mil](mailto:david.jennings.4@us.af.mil)  
[cecilia.boyd@us.af.mil](mailto:cecilia.boyd@us.af.mil)  
[alicia.garcia.4@us.af.mil](mailto:alicia.garcia.4@us.af.mil)

Joint Base Andrews  
Natural Resources Program Manager  
316 CES/CEIE  
3466 North Caroline Avenue  
Joint Base Andrews, MD 20762

joshua.miller.131@us.af.mil  
[michael.DeLea@us.af.mil](mailto:michael.DeLea@us.af.mil)  
[alicia.garcia.4@us.af.mil](mailto:alicia.garcia.4@us.af.mil)

- 4.2. Registered technicians are NOT considered certified under DoD Pest Management Regulations and are not allowed to apply pesticides on the installation. The cooperator shall ensure copies of all of these documents will be provided to the installation before any pesticide application.
- 4.3. Request approval for use of pesticides prior to applications. Cooperator shall request pesticide use by providing current labels and /safety data sheets (SDS) along with a REQUEST FOR APPROVAL OF NON-STANDARD PESTICIDE form to the IPMC for each pesticide to be used. All pesticides proposed for use must be approved for use in Virginia and must be approved for use on the installation prior to actual application. The cooperator should plan for at least 30 days for this to be completed. A full list of approved pesticides and pesticide request forms should be requested from the Integrated Pest Management Coordinator during the kick-off meeting or prior to pesticide application.
- 4.4. Reporting all pesticide applications. The cooperator reports all pesticide applications by providing the following information for each application within 5 working days of each application (accomplished using a preformatted Excel spreadsheet or electronic DD1532-1 provided by the Integrated Pest Management Coordinator).
  - Date of Application/Task
  - Task start & finish times/hours spent
  - Target Pest(s)/purpose application/task
  - Area size (acres, square feet, etc)
  - Location (Specific location where the task occurs on the installation)
  - Site/Location Type
  - Operation/Process
  - Indoors or Outdoors
  - Pesticide Product Trade Name (complete commercial trade name)
  - EPA Registration Number
  - Pesticide Product Formulation
  - Amount of Pesticide Product (Trade Name) Concentrate applied
  - Units (such as gallons, fluid ounces, pounds, etc as applicable)
  - Final Percent Concentration in Finished Product
  - Amount of final solution/mixture applied
  - Units (such as gallons, fluid ounces, pounds, etc as applicable)
  - Applicator Name & VDACS Certification No.
  - Comments (as needed)

**Submit report to:** JBLE-Ft. Eustis, JBLE-Langley Air Force Base and Joint Base Andrews personnel listed above.

- 4.5. Formulating pesticides. All pesticides shall be formulated/mixed at the location of the cooperator's or sub-cooperator's place of Business. The mixing of pesticides onsite is prohibited.
- 4.6. Pesticide vehicles. Pesticide vehicles must be designated for pesticide use only and marked clearly "Contaminated with Pesticides" and with the Company Logo. Only Virginia Department of Agriculture and Consumer Services/Maryland Department of Agriculture/ Washington D.C. Department of Endery and Environment certified applicators shall operate designated vehicles. Vehicles shall be maintained and clean to reduce potential pesticide contamination. Vehicles will have the appropriate spill response material.
- 4.7. Pesticide Use. For JBLE-Eustis/Ft. Eustis, the cooperator shall be familiar with the JBLE-Eustis/Fort Eustis Integrated Pest Management Plan including the installation's Pesticide Discharge Management Plan. All pesticide applications must be performed in accordance with respective labels and applicable federal and state regulations. This includes compliance with Virginia Department of Environmental Quality General Permit No. VAG87 (Effective date: March 1, 2019), General Permit for Discharges Resulting from the Application of Pesticides to Surface Waters of Virginia.
- 4.8. Cooperator is responsible for all pesticide/hazardous materials spill clean-up and associated costs caused by the cooperator. All spills to include any accidental releases not in accordance with pesticide label of any quantity will be reported immediately to the Fort Eustis Fire and Emergency Services (911 or 878-1008) and the Integrated Pest Management Coordinator.
- 4.9. Pesticide use should use the least amount possible to be effective. In many instances mechanical methods should be used in conjunction with chemical treatments. Some tasks may include mechanic removal to include (but not limited to) forest mower, chainsaws, or hand removal and may be required on weekends and holidays to avoid conflicts with the training mission.

## **5. QUALIFICATIONS**

Qualification for pesticide application and botanical surveys and maintenance work have been provided in previous sections. For any questions or clarification on required qualifications, please contact the JBLE ISS Natural Resources Program Manager, Ms. Alicia Garcia at 757-570-3164 or [alicia.garcia.4@us.af.mil](mailto:alicia.garcia.4@us.af.mil).

## **6. GOVERNMENT FURNISHED MATERIALS OR PROPERTY**

The Cooperator shall supply all necessary personnel, equipment, and supplies needed to

perform this work and provide all transportation for all personnel necessary to complete the project.

## **7. PERIOD OF PERFORMANCE**

7.1. Base Period: The base period of performance is anticipated to be 18 months from the date of award; 12 months for technical work and 6 months for administrative work, such as completing reports. Execution of the tasks is required to start on the date of award.

7.2. Follow-on Periods: Each follow-on period of performance is anticipated to be 18 months, to begin 12 months after the start of the base period to allow continuous technical work performance.

## **8. COORDINATION**

Brian Hesford  
USACE Project Manager  
Phone: 402-995-2759  
Email: [brian.d.hesford@usace.army.mil](mailto:brian.d.hesford@usace.army.mil)

Alicia Garcia  
JBLE ISS Natural Resources Program Manager  
Phone: 757-570-3164  
E-mail: [alicia.garcia.4@us.af.mil](mailto:alicia.garcia.4@us.af.mil)

## **9. DELIVERABLES**

**Table 1. Deliverables Schedule:**

| <b>Deliverable</b>                                                                                                                                                                                                                                                                                     | <b>Schedule</b>                                                                                    | <b>Distribution</b>                                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| <b>Quarterly Progress Reports/ Meetings:</b><br>The NFE shall provide quarterly comprehensive progress reports. The NFE shall set up a quarterly progress meeting with the AF POC and USACE PM to discuss progress, issues, and plans for the upcoming schedule. A meeting by telephone is acceptable. | Quarterly reports are to be delivered on the 10th day of each month via email.                     | Submission by email to Installation POC and USACE PM             |
| <b>Draft Annual Report:</b> Prepare and submit draft report documenting all activities performed in support of this cooperative agreement.                                                                                                                                                             | Draft report is due 60 days prior to the end of the period of performance.                         | Submit electronic copy to the Installation POC and USACE PM.     |
| <b>Final Annual Report:</b> Prepare and submit final report addressing government comments.                                                                                                                                                                                                            | Final report is due 15-30 days prior to the end of the period of performance                       | Submit electronic copy to the Installation POC and USACE PM.     |
| <b>GIS Final Deliverables:</b> Delivery of GIS data to be coordinated with the Installation POC.                                                                                                                                                                                                       | Submit with final report, or as determined through coordination with Installation POC and USACE PN | Data to be submitted in AFCEC SDS FIE Air Force Adaptation 4.0.1 |
|                                                                                                                                                                                                                                                                                                        |                                                                                                    |                                                                  |

- 9.1 Progress Reports: The cooperator will provide minutes from monthly phone/meeting updates to each base Program Manager (PM). The Cooperator shall prepare quarterly progress reports to include a summary of progress and results in all phases of the project, including any anticipated schedule alterations and a summary of resources consumed. Invoices for partial payment shall be submitted to coincide with receipt of the quarterly progress reports. **No partial payment will be approved unless the Government has received all progress reports.**
- 9.2 Draft and Final Reports: Draft report shall be submitted in electronic format, and the final report shall be submitted in electronic format. Reports shall include, but not be limited to:
- Areas surveyed, areas treated, areas re-treated, new infestations observed, and all other support performed during the year
  - Should include maps, GIS data, methods used, efficacy notes
  - Recommendations on how often each site should be re-evaluated and/or re-treated
  - Management Recommendations section
  - Recommendations for Future Study section detailing potential projects
- 9.3 Electronic data delivered in AFCEC SDS FIE Air Force Adaptation 4.0.1 format (or latest version) coordinated early in the project with JBLE and JBA GIS staff to ensure integration into base GIS database.

## **10. ADMINISTRATION**

10.1 This cooperative agreement may be administered through a CESU only upon mutual agreement and official authorization by both parties of the acceptance of the application of the CESU Network IDC rate (17.5%).

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

[End of SOO]