

SCOPE OF WORK  
CONSERVATION LAW ENFORCEMENT OFFICER (CLEO) SUPPORT  
AT  
EDWARDS AFB (EAFB)  
CALIFORNIAN CESU  
NWO-CESU-17-26

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 NFE services or work products.

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.

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

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

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

**PERIOD OF PERFORMANCE:** 12 Months.

**GOVERNMENT POCs:**

1. USACE Omaha District POC: Mr. David Leptien PM, (402) 995-2742, [david.b.leptien@usace.army.mil](mailto:david.b.leptien@usace.army.mil)
2. USACE Omaha District POC: Ms. Kali Evans, GOTR, (402) 995-2295, [kali.l.evans@usace.army.mil](mailto:kali.l.evans@usace.army.mil)
3. USACE Omaha District POC: Ms. Stephanie Rostermundt, Grants Officer, (402) 995-2083, [stephanie.a.rostermundt@usace.army.mil](mailto:stephanie.a.rostermundt@usace.army.mil)

This statement of work addresses the following tasks:

| PROJECT NUMBER | TITLE                        | LOCATION |
|----------------|------------------------------|----------|
| AFCEOS109517   | CONSERVATION LAW ENFORCEMENT | EAFB     |

## 1. INTRODUCTION

The 412th Security Forces Squadron (412 SFS) is the law enforcement agency for Edward Air Force Base (EAFB) and enforces Federal laws and Air Force (AF) and base-specific regulations. AFI 32-7064 *Integrated Natural Resources Management*, in accordance with the Sikes Act (16 U.S.C. § 670a(b)(1)(H)), requires that installations address the enforcement of applicable natural resource laws in the Integrated Natural Resources Management Plan (INRMP). All individuals who will be enforcing fish, wildlife and natural resources laws on AF lands must receive specialized, professional training on the enforcement of fish, wildlife and natural resources in compliance with the Sikes Act. 412 SFS personnel have been unable to receive such specialized training or support the Conservation Law Enforcement function that Edwards AFB requires.

The U.S. Fish and Wildlife Service (USFWS) Office of Law Enforcement (OLE) is the primary Federal agency responsible for enforcing provisions of Federal wildlife law, and has the authority to delegate this authority to other agencies. Law enforcement support agreements are allowed on a reimbursable basis with federal and state agencies having responsibility and jurisdiction for conservation law enforcement (AFI 32-7064 Section 7.3.1.).

This scope of work requires support from professionally trained game warden(s) who have the authority to enforce all state fishing and hunting laws as well as delegated authority to enforce federal wildlife laws. The level of effort is estimated at 650 hours.

Support under this Scope of Work (SOW) shall comply with a Memorandum of Understanding (MOU) set forth by the 412th Civil Engineer Group, Environmental Management Division (412 CEG/CEV) for patrol and surveillance on Edwards AFB properties. The law enforcement services involve making contacts with resource users, enforcing applicable Federal and State wildlife laws, and patrolling management area lands. The intent is to deter illegal wildlife activities through law enforcement patrols, and to ensure public safety.

## 2. TASKS

2.1. Conservation Law Enforcement Officers (CLEOs) shall:

- a. Provide scheduled patrols and surveillance at EAFB.
- b. Check-in with 412 SFS prior to starting daily patrols and check-out when moving to another area and/or leaving for the day.
- c. Make efforts to contact resource users and provide them with accurate information regarding activities on EAFB properties.
- d. Represent themselves in a positive manner and uphold the values of AF management and the military mission. Failure to do so will disqualify CLEOs from patrolling EAFB property under this task order.
- e. Give verbal or written warnings and issue citations for wildlife violations. CLEO will contact 412 SFS for any other law enforcement issues.
- f. Communicate with 412 CEG/CEV point of contact at least one week prior to determine work schedule and personnel needs for the following week.
- g. Maintain a daily patrol log and submit a monthly activity report to the AFCEC and 412 CEG/CEV Project Managers (PMs).
- h. Provide law enforcement vehicles, vessels, uniforms and equipment, for patrolling EAFB lands.

2.2. AFCEC and 412 CEG/CEV PMs shall:

- a. Provide a point of contact, with alternates, and emergency contact information.
- b. Coordinate access onto Edwards AFB with 412 SFS.
- c. Coordinate meetings and/or conference calls to review activities to assess the effectiveness of assistance and compliance with this SOW as needed.
- d. Coordinate bi-annual meeting to address recommendations and any changes needed for improved wildlife protection at EAFB.

**3. DELIVERABLES/SCHEDULE**

| <b>Deliverable</b> | <b>Due Date</b>      | <b>Format</b>          | <b>Description</b> |
|--------------------|----------------------|------------------------|--------------------|
| Daily Patrol Log   | 5th day of the month | Email, electronic only |                    |

|                                               |                                    |                         |                                                                                                                                                                                                                               |
|-----------------------------------------------|------------------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Monthly Summary Report                        | 5th day of the month               | Email; electronic only  | Shall include summary of daily patrol log, citations, and issues.                                                                                                                                                             |
| Annual Report (draft, draft final, and final) | 30 business days before end of PoP | Electronic (.doc, .pdf) | Summarizes activities performed, effort expended, and recommendations for future assignments at EAFB. Shall include table of all written and verbal citations issued for wildlife or other issues and the complete daily log. |
| Attend update meetings                        | TBD                                |                         | Participate in meetings with AFCEC and 412 CEG/CEV PMs as needed.                                                                                                                                                             |

#### **4. PREFERRED QUALIFICATIONS/REQUIREMENTS**

The CLEOs shall fulfill the following criteria:

- a. The duties of this position require certification in conservation law enforcement through successful completion of the Land Management Police Training course at the Federal Law Enforcement Training Center or, alternatively, commission as a fish and wildlife conservation officer in California.
- b. Duties require the regular bearing of firearms.
- c. Officers must have a professional working knowledge of Federal Statutes, California Wildlife Code, and EAFB Regulations.
- d. Officers must have access to their own equipment required to perform the job responsibilities, such as vehicles, vessels, uniforms, firearms, and communications equipment.
- e. Officers must have experience operating specialized equipment such as small watercraft and off-road vehicles (ORV), which may be required to adequately patrol and enforce federal, state, and local laws and regulations.

#### **5. LOCATION OF PROJECT**

EAFB properties to be patrolled include Piute Ponds, Branch Pond, and other lands specified in the Base Instruction (EAFBI 32-8, Management of Hunting and Fishing Program), INRMP, ORVAs, base boundary, cultural resources sites, or as discussed with 412 CEG/CEV PMs.

## **6. SUPERVISION**

- 6.1. NFE shall provide field coordination, and radio dispatching for officers while on patrol.
- 6.2. A 24-hour emergency contact number for a CLEO supervisor will be made available to the 412 CEG/CEV PM.
- 6.3. CLEO supervisors (NFE shall only supervise other NFE employees) shall meet with AFCEC and 412 CEG/CEV PMs to review law enforcement related issues and patrolling schedules on an annual basis, or more often if required and requested by either party.

## **7. DELIVERABLES SUBMITTED TO USACE POCs**

The NFE shall submit quarterly progress reports summarizing activities as follows:

- a. Number of days, locations, and activities in travel status
- b. List of plans, reports, and briefings prepared or reviewed
- c. List of meetings attended including purpose/objective and attendees
- d. List of major action item support and taskers accomplished
- e. Status of project progress, problems identified, solutions implemented, and schedule adjustments if appropriate
- f. Any critical communications not reported in other sections