



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

August 9, 2022

REQUEST FOR STATEMENTS OF INTEREST
NUMBER W9126G-22-2-SOI-4646
PROJECT TO BE INITIATED IN 2022

Project Title: Joint Base Langley Eustis (JBLE) Natural Resources Support

Responses to this Request for Statements of Interest will be used to identify potential investigators for a project to be funded by the Air Force Civil Engineer Center (AFCEC), which provides professional and technical support for Air Force installations in order to facilitate successful implementation of the 16 USC 670c-1 Sikes Act. Approximately **\$200,000** is expected to be available to support the base tasks for the base period. Additional funding may be available for additional optional tasks and/or follow-on work in subsequent fiscal years to the successful Recipient/Awardee.

Background:

Provide support to the Natural Resources Program for JBLE.

Type of Award:

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, as directed in the *Sikes Act*, and as a result, it is anticipated that a cooperative agreement through the CESU program will be awarded. Such awards 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%).

NOTE: Must be a non-federal partner in the Cooperative Ecosystem Studies Units (CESU) Program to be qualified for consideration. Suggested areas are Chesapeake Watershed, North Atlantic Coast, and Southern Appalachian Mountains CESU Regions.

Brief Description of Anticipated Work:

This research focuses on the following objectives:

Task 1: Mgt, Habitat – JBLE (Eustis)

The Cooperator shall furnish all labor, materials, herbicides, equipment, supplies, and personnel necessary to perform the following objectives noted below:

Task 1.1. Continue reforestation efforts in Training Area 17C of Forest Compartment 22 (approximately 20 acres):

- (1) Control of undesirable vegetation at or near bases of all (approximately 120) planted trees.
- (2) Control of common reed in 3 acres of reforestation site.
- (3) Control/remove volunteer/new growth sweet gum and loblolly pine from reforestation site.
- (4) Control vines and undesirable woody vegetation to promote early successional habitat between managed trees.
- (5) Mow (bushhog or forestry mower) 6 acres or approximately 1/3rd of the savannah habitat to promote early successional vegetation species.

Task 1.2. Evaluate Timber Stand Improvement (TSI) status in Training Area (TA) 17A (location is Southern edge of the training area adjacent to the airfield). Cooperator shall provide assistance with:

- (1) Reapplication of appropriate herbicide around each mixed oak (60 trees) as needed and control other noxious/invasive vegetation within the 3-acre site.

Task 1.3. Improve Fort Eustis Nature Trail and surrounding habitats. The cooperator will assist with the survey of the Fort Eustis Nature Trail, map the trail and bridges, and support the Natural Resources Program by:

- (1) Blowing, raking, and removing leaves and debris from trail, to include soil from bridges.
- (2) Cutting hazard trees and low hanging limbs from within 10ft of trail (and cutting / placing tree debris located within immediate forest habitat).
- (3) Pressure washing or chemical washing benches and bridges 1 to 2 times over a 12 month period and application of weather resistant treatments as needed.
- (4) Inspecting all trail surfaces for protruding nails, splinters, rot, and damage. Repairing/replacing as necessary. New replacement and repair activities must use screws instead of nails.
- (5) Replacing up to 25 native wetland plants (same species [3-gal] previously planted in specified locations). Create and install signs to identify location and species of planted wetland vegetation. All wetland vegetation must be approved by the JBLE-Eustis Natural Resources Program Manager (733d CED) prior to planting.
- (6) Creating and installing a “Fort Eustis Nature Trail Information Board” that includes a map, rules, and regulations information. The information board must be weather proof and able to be opened, cleaned, and updated.

Task 1.4. The Cooperator will assist with control of vegetation around approximately 75 acres of planted trees and timber management areas to control noxious and invasive species, reduce competition between planted or selected trees, and replace dead/dying trees with containerized (3 gal or larger) hardwood trees or native shrubs.

- (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) Replacement trees may be native hardwood or shrub form species as approved by 733d CED prior to planting.
- (3) Apply appropriate herbicide to reduce weed competition around planted vegetation and noxious weeds throughout the site.

Task 1.5. Taylor Ave-Washington Blvd 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) Bush hog/mow with forestry mower 10 acres to remove sweet gum and loblolly volunteer growth, and control noxious and invasive vegetation within 4ft of approximately 100 trees.
- (2) Cooperator will fell up to 20 dead or dying trees, logs will be cut to approximately 20ft in length and oriented parallel to Taylor Ave as to not impede mowing operations.
- (3) Felled tree-tops will be chipped or mulched on site and kept clear/removed from any wetland areas.
- (4) Up to 20 native trees or shrubs will be planted to replace felled trees. Trees will be replaced with 5-6’ planted trees and include tree wraps, stakes and wires to prevent wildlife damage. Planted shrubs will be a minimum of 3-gallon sized. All planted vegetation will be approved by 733d CED prior to planting and will come with 1 year warranty against morbidity.
- (5) 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. 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 drill seeded. 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 CED prior to planting and will consist of native and naturalized species that are viable in the specific planting location.

Task 1.7. The Cooperator shall provide a professional forester/urban forester to provide an evaluation and monthly status reports of previous and on-going work in the urban forest compartments and adjacent areas interfacing with commercial forests, identification and recording of hazard trees and limbs, appraisals for hazard tree removal projects, identification of fungal disease/insect damage issues within the urban forest, and draft timber sales packages. To be considered a professional forester/urban forester the Cooperator shall have a bachelor's or master's degree in forestry or a related field (environmental studies, range management) and three to five years of professional experience in forest management as defined by the Society of American Foresters. Status reports will provide a general summary of work completed during the previous month and do not need to be approved to be considered adequate for this task.

Task 1.8. Control volunteer loblolly in Training Areas 1 and 2. Cooperator shall:

- (1) Control of volunteer loblolly pine growth in TA 1 and 2 will be conducted by mechanical removal, girdling or mowing within approximately 70 acres of hardwood forest. Herbicide application of conifers is not required for removal.

Task 1.9. Cooperator shall assist with the removal and chemical application of sweetgum trees growing in stone armored shoreline of Harrison Rd. Volunteer sweetgum growth growing along the rip-rap and Harrison Rd shoreline restoration project is damaging and the rip-rap shoreline and rooting into the erosion barrier. Cooperator will provide assistance with:

- (1) Mechanical removal of all sweetgum growing along shoreline and rip-rap areas on Harrison Rd between Back River Rd and TA18 fence line (adjacent to TA19).
- (2) Felled trees will be chipped or removed from the site. Stumps will be chemically treated to prevent re-growth. Stump sprouts and root suckers should be chemically treated in the fall to prevent regrowth.

Task 1.10. Matthew Jones House Plantation. Cooperator will provide assistance with:

- (1) Treatment/spraying understory vegetation around base of approximately 200 trees.

- (2) Control herbaceous invasive vegetation (predominantly lespedeza, johnson grass and fescue) in approximately 6 acres.

Task 1.11. Cooperator shall prepare one electronic annual report of areas surveyed, areas treated, areas re-treated, new infestations observed, and all other support performed in support of this cooperative agreement. The JBLE-Eustis Natural Resources Program Manager shall have an opportunity to review a draft report and provide corrections prior to the final submission. The final report shall be submitted 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 of this SOO).

Report should include maps, GIS data, methods used, efficacy notes, and recommendations on how often each site should be re-evaluated or re-treated. GIS layers will be provided to 733d CED 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.

Task 2: Mgt, Habitat – Andrews Air Force Base

Forested areas on Andrews Air Force Base have been neglected and become a repository for trash, debris and invasive species. The Cooperator shall improve wildlife forest habitat by removing trash and other debris and improving ecosystem health through forest improvements within 5 forested compartments (Figure 3 below). The Cooperator will remove invasive species from headwaters of streams within 30 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. Removal of invasive species will include treatment with herbicides and manual removal (if appropriate). The Cooperator will also perform trash pickup to prevent pollution into streams within the same 30 acres. “Trash” means new refuse which could flow into stream headwaters and would easily fit in a 50-gallon trash bag.

Task 3: Mgt, Species – (Joint Base Andrews, Maryland)

Project objective is to annually monitor and treat the Sandplain Gerardia reserve area on Joint Base Andrews, Maryland in the location indicated in Figure 4 below. 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 via e-mail to the JBA Natural Resources Program Manager, Mr. Michael Delea (michael.delea@us.af.mil) and the ISS Natural Resources Program Manager Ms. Alicia Garcia (alicia.garcia.4@us.af.mil)

OPTIONAL Task 1: Mgt, Habitat (JBLE – Langley) Repair of Nature Trail – Sinking Platform

1. Objective: Provide Joint Base Langley-Eustis (JBLE) with support to perform a repair of the sinking platform on the JBLE-Nature Trail shown in Figure 1. This platform and the associated Nature Trail serve the base public outdoor recreational requirement outlined in SEC. 103. ø16 U.S.C. 670c PROGRAM FOR PUBLIC OUTDOOR RECREATION of the Sikes Act.

2. Background: The JBLE-Langley Nature Trail was reconstructed in 2006 following destruction of the original boardwalk system in 2003 Hurricane Isabel. The Nature Trail provides base users and residents an opportunity to relax and learn about the natural environment on JBLE-Langley. It is located next to several facilities where military members have high stress jobs and provides a remedy for stress through exposure to the natural environment.

3. Description: The Cooperator will assist with the leveling and repair of the sinking platform on the JBLE-Langley Nature trail. The structure will be considered repaired when the walking platform is level with the ground, and weak or failing boards have been replaced and the roof of the structure has been repaired such that the platform can be reasonably expected to stand for at least 10 years barring damage from a major storm event. The cooperator will be responsible for provision of all materials, manpower and staging required to repair the structure.

4. General Task Requirement:

a. The Cooperator must have an adequate knowledge of pier repair in wetland soils to properly repair the footers so that they will not sink again.

b. 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 work.

c. The Cooperator will conduct work in accordance with U.S. Army Corps of Engineers Nationwide Permit 3 for Maintenance of a Serviceable Structure. Work will also comply with The City of Hampton Wetland Board Ordinance 41.1-7. Permitted uses and activities. This section of city code states:

“Sec. 41.1-7. - Permitted uses and activities.

The following uses of and activities in wetlands are authorized if otherwise permitted by law:

(1)The construction and maintenance of noncommercial catwalks, piers, boathouses, boat shelters, fences, duckblinds, wildlife management shelters, footbridges, observation decks and shelters and other similar structures, provided that such structures are so constructed on pilings as to permit the reasonably unobstructed flow of the tide and preserve the natural contour of the wetlands”

d. Cooperator personnel shall not respond to any inquiries about this task order from the news media, non-governmental organizations, or other persons during the period of performance. All inquiries shall be directed to the 633d Civil Engineer Squadron Natural Resources Manager.

e. In case of a National Defense Crisis, the contractor will contact the 633d Civil Engineer Squadron Natural Resources Manager to arrange scheduling the field work. All field work will be accomplished between the hours of 0800-1700 Monday - Friday. Any deviation from this schedule will be requested and approved in writing through the 633d Civil Engineer Squadron Natural Resources Manager.

OPTIONAL Task 2: Invasive Species Management at Joint Base Langley Eustis – Ft. Eustis

1. Objective: Provide Joint Base Langley-Eustis (JBLE) – Ft. Eustis with support to manage invasive species in accordance with the goals and objectives of the base Installation Natural Resources Management Plan.

2. Description: 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 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.

3. General Task Requirements: The following invasive species will be treated/removed as identified below.

A. Golden bamboo (*Phyllostachys aurea*). Chemical and mechanical removal occurred in FY20 but was not funded in FY21. Emergence and repopulation is expected at the following locations and will require treatment under the FY22 contract:

- Adjacent/vicinity of BLDG 2715 (Rail Shop) on Taylor Ave evaluation & retreatment as needed.
- Vicinity of Dog Park of evaluation & retreatment as needed.
- Vicinity of Wilson Ave, Thompson Circle, and Pershing Ave adjacent to privatized housing for mechanical removal and chemical treatment of regrowth, temporarily remove and replace fence for access. Affected area is adjacent to general officer housing and soil may contain concrete debris. Consequently, treatment may require hand removal (i.e., chainsaws) in addition to herbicide treatment.

B. Common reed (*Phragmites australis*). Chemical treatment is needed to eradicate and slow the spread of common reed in critical interior wetland locations and roadside training areas.

- North side of golf course maintenance road directly adjacent the maintenance shop (0.5 acres).
- 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 marked by 733d CED, and 3 inland ponds located between Ft. Crafford and the Aviation Complex.
- Area along east and west side of Mulberry Island Road between Wilson Ave and Back River roads (approximately 6 acres).
- Selected isolated patches located at:
 - (1) Training Area 18 shoreline (approximately 0.5 acres).
 - (2) Training Area 29 retreat as necessary (approximately 0.25 acres).

C. Woody Invasive species listed in Section 2. Chemical treatment is needed of woody invasive species and re-growth of previously treated areas. Maps of current and previously treated areas will be provided by 733d CED. Areas of special concern include:

- Evaluation and retreatment as needed Slingload Training Area and Landing Zone (STALZ).
- Evaluation and retreatment as needed of pretreated areas including Training Area (TA) 19, 22, 23, 26, 28, Turkey Island and other areas.

D. Chinese privet (*Ligustrum sinense*) and autumn olive (*Elaeagnus umbellate*) and other woody invasive species. Evaluate and retreat as needed in pretreated areas identified by 733d CED.

- Treatment of woodland behind Combined Club, along Wilson Ave, Sumerall Circle and adjacent Landfill 7 East and West.
- Evaluation and retreatment as needed in previously treated infestations.

E. Johnson grass (*Sorghum halepense*). Spot treatment of Johnson grass infestations on the installation that outcompete native habitat, impede training mission, and increase risk of fire along roadways.

- Evaluate and retreat Johnson grass at Matthew Jones house.
- Evaluate and retreat Johnson grass growth in early successional habitats as identified by 733d CED. Not to exceed 10 acres.

Optional Task 3: Invasive Species Management at Joint Base Langley Eustis –Langley Air Force Base

1. Objective: Provide Joint Base Langley-Eustis (JBLE) – Langley with support to manage invasive species in accordance with year 1 tasks from the Invasive Species Management Plan developed during calendar year 2022 (FY21) USACE contract. This management plan is still under development. This task will provide for treatment of up to 50 acres of invasive species through the use of herbicides and 8 acres of treatment through mechanical removal.

2. Description: 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 invasive plant species identification and pesticide

application experience in all types of terrain to include forest and wetlands areas. The cooperators 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.

3. General Task Requirements: The cooperators will treat up to 50 acres of invasive species on JBLE-Langley using herbicides and any other techniques set forth in the JBLE-Langley invasive species management plan or as otherwise directed by the JBLE-Langley Natural Resources Program Manager. The Cooperator will Prepare a Joint Wetland Permit Application (Tidewater Region form) for the City of Hampton Wetlands Board to facilitate Phragmites removal (if necessary) in intertidal areas under the regulatory authority of the local wetland board. The base will submit the application once prepared and pay any associated application fees.

Optional Task 4: Invasive Species Management at Joint Base Andrews

1. Objective: Perform Invasive Species Treatment work on the Joint Base Andrews Airfield to protect downstream ecosystems and reduce the Bird Aircraft Strike Hazard Risk posed by the habitat Phragmites is providing for birds and terrestrial vertebrates on the JBA airfield.

2. Description: The Cooperator will assist with removal of invasive species. The cooperators will provide all labor, materials, herbicides, supplies and equipment required to perform the tasks noted below. The cooperators shall have invasive plant species identification and pesticide application experience in all types of terrain to include forest and wetlands areas. The cooperators 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.

3. General Task Requirements:

A. Complete 18 acres of aerial herbicide application within JB Andrews along the southern end of the main runway and within the aircraft take-off and landing glide slopes of the airfield to eliminate BASH hazards caused by the presence of Phragmites

B. Complete 4 acres of hack and squirt removal of invasive trees within airfield ditches which are providing perching structures for birds.

Materials Requested for Statement of Interest/Qualifications:

Please provide the following via e-mail attachment to: sandra.justman@usace.army.mil and brian.d.hesford@usace.army.mil (Maximum length: 2 pages, single-spaced 12 pt. font).

1. Name, Organization, Cage Code, Duns number, and Contact Information (Email)
2. Brief Statement of Qualifications (including):
 - a. Biographical Sketch
 - 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. Any brief description of capabilities to successfully complete the project you may wish to add (e.g. equipment, laboratory facilities, greenhouse facilities, field facilities, etc.).

Note: A full study proposal and proposed budget are NOT requested at this time.

Review of Statements Received: All statements of interest received 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. Based on a review of the Statements of Interest received, an investigator or investigators will be invited to prepare a full study proposal. Statements will be evaluated based on the investigator's specific experience and capabilities in areas related to the study requirements.

Please send responses or direct questions to:

USACE

Audria Gill, Contract Specialist

CESWF-CT

Email: Audria.j.gill@usace.army.mil

Office: (817) 886-1925

Brian Hesford, Project Manager

CENWO-PM

Email: brian.d.hesford@usace.army.mil

Office: 402-995-2759

Timeline for Review of Statements of Interest: RSOI is required to be posted on www.grants.gov for a minimum of 30 days. Review of Statements of Interest will begin **09/10/2022**.

[End of RSOI]

STATEMENT OF OBJECTIVES

Natural Resources Support at Joint Base Langley Eustis
Article III, (D) of the Chesapeake Watershed / North Atlantic Coast / Southern Appalachian
Mountains
Cooperative Ecosystems Studies Units (CESU)

1. PURPOSE

This Scope of Objectives (SOO) provides the details of technical support to be performed for Joint Base Langley Eustis (JBLE) through a cooperative agreement (CA). An objective of this CA is to provide 733d Mission Support Group, Civil Engineering Division, Environmental Element with support to assist in the management of the forest habitat areas through undesirable vegetation control via application of herbicides and/or mechanical removal. The Cooperator shall also assist with the management of volunteer loblolly pine, removal of volunteer sweet gum, replanting of native trees, monitor tree mortality, surveillance/evaluation of forest habitat health in selected areas, evaluate/identify hazard trees potentially affecting property and safety, and implement timber stand improvements.

Background:

Fort Eustis manages approximately 4,000 acres of forest 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 for military personnel (as well as dependents and other installation community members), contribute to erosion control, ensure safety, improve aesthetics, and enhance the overall quality of life in the community. The Fort Eustis Natural Resources Program is responsible for performing several management techniques including control of undesirable vegetation, thinning of woody overgrowth, assessing 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 savannah 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 Instruction 32-7064, *Integrated Natural Resources Management*.

- 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 installation further (hence DoD) agrees to provide substantial involvement as directed under Article II (A) CESU Master Agreements to include, but are not limited to, the following:
- INSTALLATION is involved in development of study methodology, data gathering, analysis, and/or report writing
 - INSTALLATION actively participates and collaborates in carrying out the project plan of work, reviews and approves activities, helps train or select project staff or trainees
 - INSTALLATION incurs in-kind or direct expenditures in carrying out the activities specified in the project agreement.

3. DESCRIPTION OF OBJECTIVES

Task 1: MUHJA53226119: Mgt, Habitat – JBLE (Eustis)

The Cooperator shall furnish all labor, materials, herbicides, equipment, supplies, and personnel necessary to perform the following objectives noted below:

Task 1.1. Continue reforestation efforts in Training Area 17C of Forest Compartment 22 (approximately 20 acres):

- (1) Control of undesirable vegetation at or near bases of all (approximately 120) planted trees.
- (2) Control of common reed in 3 acres of reforestation site.
- (3) Control/remove volunteer/new growth sweet gum and loblolly pine from reforestation site.
- (4) Control vines and undesirable woody vegetation to promote early successional habitat between managed trees.
- (5) Mow (bushhog or forestry mower) 6 acres or approximately 1/3rd of the savannah habitat to promote early successional vegetation species.

Task 1.2. Evaluate Timber Stand Improvement (TSI) status in Training Area (TA) 17A (location is Southern edge of the training area adjacent to the airfield). Cooperator shall provide assistance with:

- (1) Reapplication of appropriate herbicide around each mixed oak (60 trees) as needed and control other noxious/invasive vegetation within the 3-acre site.

Task 1.3. Improve Fort Eustis Nature Trail and surrounding habitats. The cooperator will assist with the survey of the Fort Eustis Nature Trail, map the trail and bridges, and support the Natural Resources Program by:

- (1) Blowing, raking, and removing leaves and debris from trail, to include soil from bridges.
- (2) Cutting hazard trees and low hanging limbs from within 10ft of trail (and cutting / placing tree debris located within immediate forest habitat).
- (3) Pressure washing or chemical washing benches and bridges 1 to 2 times over a 12 month period and application of weather resistant treatments as needed.
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- (2) Replacement trees may be native hardwood or shrub form species as approved by 733d CED prior to planting.
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- (2) Cooperator will fell up to 20 dead or dying trees, logs will be cut to approximately 20ft in length and oriented parallel to Taylor Ave as to not impede mowing operations.
- (3) Felled tree-tops will be chipped or mulched on site and kept clear/removed from any wetland areas.
- (4) Up to 20 native trees or shrubs will be planted to replace felled trees. Trees will be replaced with 5-6’ planted trees and include tree wraps, stakes and wires to prevent wildlife damage. Planted shrubs will be a minimum of 3-gallon sized. All planted vegetation will be approved by 733d CED prior to planting and will come with 1 year warranty against morbidity.
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- (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 CED

prior to planting and will consist of native and naturalized species that are viable in the specific planting location.

Task 1.7. The Cooperator shall provide a professional forester/urban forester to provide an evaluation and monthly status reports of previous and on-going work in the urban forest compartments and adjacent areas interfacing with commercial forests, identification and recording of hazard trees and limbs, appraisals for hazard tree removal projects, identification of fungal disease/insect damage issues within the urban forest, and draft timber sales packages. To be considered a professional forester/urban forester the Cooperator shall have a bachelor's or master's degree in forestry or a related field (environmental studies, range management) and three to five years of professional experience in forest management as defined by the Society of American Foresters. Status reports will provide a general summary of work completed during the previous month and do not need to be approved to be considered adequate for this task.

Task 1.8. Control volunteer loblolly in Training Areas 1 and 2. Cooperator shall:

- (1) Control of volunteer loblolly pine growth in TA 1 and 2 will be conducted by mechanical removal, girdling or mowing within approximately 70 acres of hardwood forest. Herbicide application of conifers is not required for removal.

Task 1.9. Cooperator shall assist with the removal and chemical application of sweetgum trees growing in stone armored shoreline of Harrison Rd. Volunteer sweetgum growth growing along the rip-rap and Harrison Rd shoreline restoration project is damaging and the rip-rap shoreline and rooting into the erosion barrier. Cooperator will provide assistance with:

- (1) Mechanical removal of all sweetgum growing along shoreline and rip-rap areas on Harrison Rd between Back River Rd and TA18 fence line (adjacent to TA19).
- (2) Felled trees will be chipped or removed from the site. Stumps will be chemically treated to prevent re-growth. Stump sprouts and root suckers should be chemically treated in the fall to prevent regrowth.

Task 1.10. Matthew Jones House Plantation. Cooperator will provide assistance with:

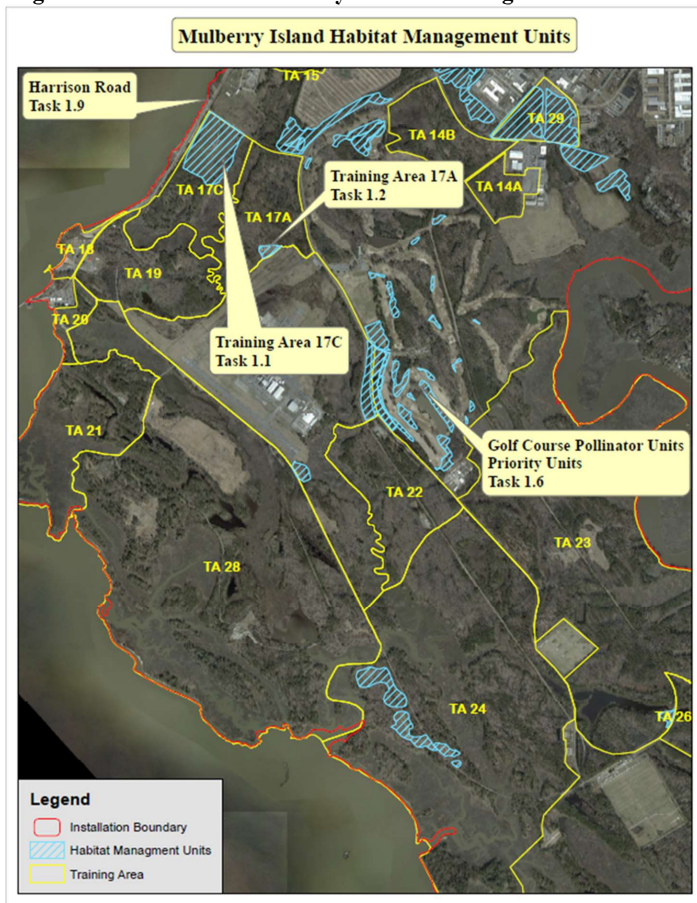
- (1) Treatment/spraying understory vegetation around base of approximately 200 trees.
- (2) Control herbaceous invasive vegetation (predominantly lespedeza, johnson grass and fescue) in approximately 6 acres.

Task 1.11. Cooperator shall prepare one electronic annual report of areas surveyed, areas treated, areas re-treated, new infestations observed, and all other support performed in support of this cooperative agreement. The JBLE-Eustis Natural Resources

Program Manager shall have an opportunity to review a draft report and provide corrections prior to the final submission. The final report shall be submitted 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 of this SOO).

Report should include maps, GIS data, methods used, efficacy notes, and recommendations on how often each site should be re-evaluated or re-treated. GIS layers will be provided to 733d CED 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 1: JBLE-Eustis Mulberry Island Training Area Units



Cantonment Habitat Management Units



Figure 2: JBLE-Eustis Cantonment Area and Forestry Habitat Management Units

Task 2: AJXFA53226119: Mgt. Habitat – Andrews Air Force Base

Forested areas on Andrews Air Force Base have been neglected and become a repository for trash, debris and invasive species. The cooperators will improve wildlife forest habitat by removing trash and other debris, and improving ecosystem health through forest improvements within 5 forested compartments (Figure 1) The Cooperator will remove invasive species from headwaters of streams within 30 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. Removal of invasive species will include treatment with herbicides and manual removal (if appropriate). The cooperators will also perform trash pickup to prevent pollution into streams within the same 30 acres. “Trash” means new refuse which could flow into stream headwaters and would easily fit in a 50 gallon trash bag.

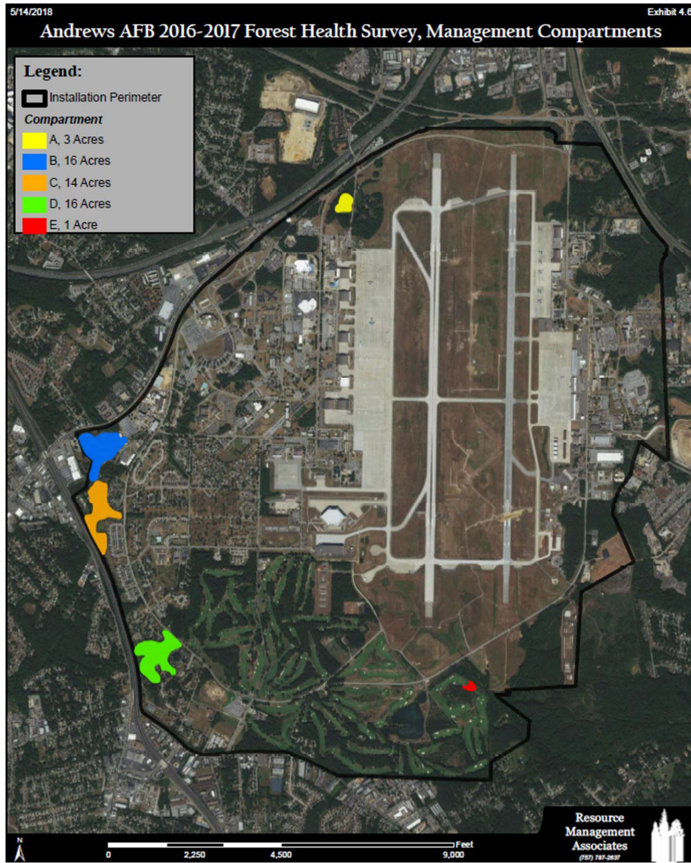


Figure 3: Forested Compartments on Joint Base Andrews, Maryland

Task 3: AJXFA53227119: Mgt. Species – (Joint Base Andrews, Maryland)

Project objective is to annually monitor and treat the Sandplain Gerardia reserve area on Joint Base Andrews, Maryland in the location indicated in Figure 2 below. 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 via e-mail to the JBA Natural Resources Program Manager, Mr. Michael Delea (michael.delea@us.af.mil) and the ISS Natural Resources Program Manager Ms. Alicia Garcia (alicia.garcia.4@us.af.mil)

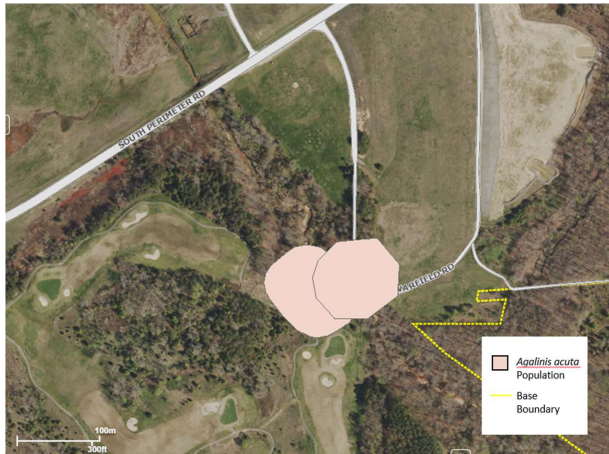


Figure 4: *Agalinis sp.* management site on JBA

OPTIONAL Task 1: MUHJA53226119: Mgt, Habitat (JBLE – Langley)
Repair of Nature Trail – Sinking Platform

1. Objective: Provide Joint Base Langley-Eustis (JBLE) with support to perform a repair of the sinking platform on the JBLE-Nature Trail shown in Figure 1. This platform and the associated Nature Trail serve the base public outdoor recreational requirement outlined in SEC. 103. ø16 U.S.C. 670c PROGRAM FOR PUBLIC OUTDOOR RECREATION of the Sikes Act.

2. Background: The JBLE-Langley Nature Trail was reconstructed in 2006 following destruction of the original boardwalk system in 2003 Hurricane Isabel. The Nature Trail provides base users and residents an opportunity to relax and learn about the natural environment on JBLE-Langley. It is located next to several facilities where military members have high stress jobs and provides a remedy for stress through exposure to the natural environment.

3. Description: The Cooperator will assist with the leveling and repair of the sinking platform on the JBLE-Langley Nature trail. The structure will be considered repaired when the walking platform is level with the ground, and weak or failing boards have been replaced and the roof of the structure has been repaired such that the platform can be reasonably expected to stand for at least 10 years barring damage from a major storm event. The cooperator will be responsible for provision of all materials, manpower and staging required to repair the structure.

4. General Task Requirement:

a. The Cooperator must have an adequate knowledge of pier repair in wetland soils to properly repair the footers so that they will not sink again.

b. 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 work.

c. The Cooperator will conduct work in accordance with U.S. Army Corps of Engineers Nationwide Permit 3 for Maintenance of a Serviceable Structure. Work will also comply with The City of Hampton Wetland Board Ordinance 41.1-7. Permitted uses and activities. This section of city code states:

“Sec. 41.1-7. - Permitted uses and activities.

The following uses of and activities in wetlands are authorized if otherwise permitted by law:

(1)The construction and maintenance of noncommercial catwalks, piers, boathouses, boat shelters, fences, duckblinds, wildlife management shelters, footbridges, observation decks and shelters and other similar structures, provided that such structures are so constructed on pilings as to permit the reasonably unobstructed flow of the tide and preserve the natural contour of the wetlands”

d. Cooperator personnel shall not respond to any inquiries about this task order from the news media, non-governmental organizations, or other persons during the period of performance. All inquiries shall be directed to the 633d Civil Engineer Squadron Natural Resources Manager.

e. In case of a National Defense Crisis, the contractor will contact the 633d Civil Engineer Squadron Natural Resources Manager to arrange scheduling the field work. All field work will be accomplished between the hours of 0800-1700 Monday - Friday. Any deviation from this schedule will be requested and approved in writing through the 633d Civil Engineer Squadron Natural Resources Manager.

Figure 5: Nature Trail Platform sinking into JBLE-Langley Marsh



OPTIONAL Task 2: MUHJA53226121: Invasive Species Management at Joint Base Langley Eustis – Ft. Eustis

1. Objective: Provide Joint Base Langley-Eustis (JBLE) – Ft. Eustis with support to manage invasive species in accordance with the goals and objectives of the base Installation Natural Resources Management Plan.

2. Description: 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 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.

3. General Task Requirements: The following invasive species will be treated/removed as identified below.

A. Golden bamboo (*Phyllostachys aurea*). Chemical and mechanical removal occurred in FY20 but was not funded in FY21. Emergence and repopulation is expected at the following locations and will require treatment under the FY22 contract:

- Adjacent/vicinity of BLDG 2715 (Rail Shop) on Taylor Ave evaluation & retreatment as needed.
- Vicinity of Dog Park of evaluation & retreatment as needed.
- Vicinity of Wilson Ave, Thompson Circle, and Pershing Ave adjacent to privatized housing for mechanical removal and chemical treatment of regrowth, temporarily remove and replace fence for access. Affected area is adjacent to general officer housing and soil may contain concrete debris. Consequently, treatment may require hand removal (i.e., chainsaws) in addition to herbicide treatment.

B. Common reed (*Phragmites australis*). Chemical treatment is needed to eradicate and slow the spread of common reed in critical interior wetland locations and roadside training areas.

- North side of golf course maintenance road directly adjacent the maintenance shop (0.5 acres).
- 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 marked by 733d CED, and 3 inland ponds located between Ft. Crafford and the Aviation Complex.
- Area along east and west side of Mulberry Island Road between Wilson Ave and Back River roads (approximately 6 acres).
- Selected isolated patches located at:
 - (1) Training Area 18 shoreline (approximately 0.5 acres).
 - (2) Training Area 29 retreat as necessary (approximately 0.25 acres).

C. Woody Invasive species listed in Section 2. Chemical treatment is needed of woody invasive species and re-growth of previously treated areas. Maps of current and previously treated areas will be provided by 733d CED. Areas of special concern include:

- Evaluation and retreatment as needed Slingload Training Area and Landing Zone (STALZ).
- Evaluation and retreatment as needed of pretreated areas including Training Area (TA) 19, 22, 23, 26, 28, Turkey Island and other areas.

D. Chinese privet (*Ligustrum sinense*) and autumn olive (*Elaeagnus umbellata*) and other woody invasive species. Evaluate and retreat as needed in pretreated areas identified by 733d CED.

- Treatment of woodland behind Combined Club, along Wilson Ave, Sumerall Circle and adjacent Landfill 7 East and West.
 - Evaluation and retreatment as needed in previously treated infestations.
- E. Johnson grass (*Sorghum halepense*). Spot treatment of Johnson grass infestations on the installation that outcompete native habitat, impede training mission, and increase risk of fire along roadways.
- Evaluate and retreat Johnson grass at Matthew Jones house.
 - Evaluate and retreat Johnson grass growth in early successional habitats as identified by 733d CED. Not to exceed 10 acres.

Figure 6: Invasive Species Treatment Areas within JBLE-Eustis



Optional Task 3: MUHJA53226121 Invasive Species Management at Joint Base Langley Eustis –Langley Air Force Base

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1. Objective: Provide Joint Base Langley-Eustis (JBLE) – Langley with support to manage invasive species in accordance with year 1 tasks from the Invasive Species Management Plan developed during calendar year 2022 (FY21) USACE contract. This management plan is still under development. This task will provide for treatment of up to 50 acres of invasive species through the use of herbicides and 8 acres of treatment through mechanical removal.

2. Description: 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 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.

3. General Task Requirements: The cooperator will treat up to 50 acres of invasive species on JBLE-Langley using herbicides and any other techniques set forth in the JBLE-Langley invasive species management plan or as otherwise directed by the JBLE-Langley Natural Resources Program Manager. The Cooperator will Prepare a Joint Wetland Permit Application (Tidewater Region form) for the City of Hampton Wetlands Board to facilitate Phragmites removal (if necessary) in intertidal areas under the regulatory authority of the local wetland board. The base will submit the application once prepared and pay any associated application fees.

Optional Task 4: AJXFA53226121 Invasive Species Management at Joint Base Andrews

1. Objective: Perform Invasive Species Treatment work on the Joint Base Andrews Airfield to protect downstream ecosystems and reduce the Bird Aircraft Strike Hazard Risk posed by the habitat Phragmites is providing for birds and terrestrial vertebrates on the JBA airfield.

2. Description: 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 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.

3. General Task Requirements:

- A. Complete 18 acres of aerial herbicide application within JB Andrews along the southern end of the main runway and within the aircraft take-off and landing glide slopes of the airfield to eliminate BASH hazards caused by the presence of Phragmites
- B. Complete 4 acres of hack and squirt removal of invasive trees within airfield ditches which are providing perching structures for birds.

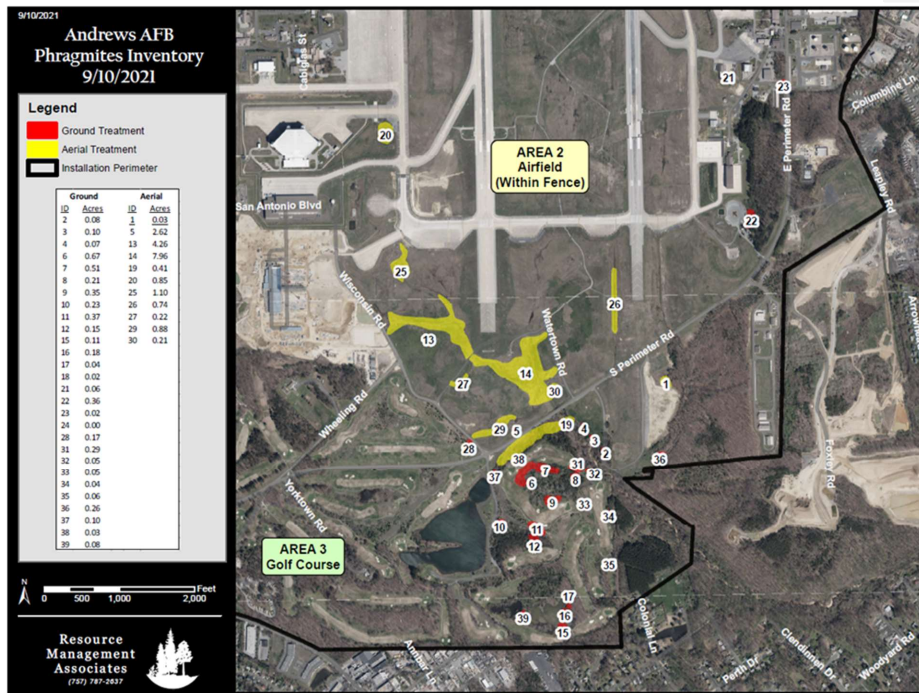


Figure 7: Phragmites australis infestation areas and aerial treatment areas on Joint Base Andrews

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:

- A. Provide documentation authorizing the contractor to perform pest control/pesticide application in the Commonwealth of Virginia, District of Columbia or State of Maryland as applicable. For work on JBLE-Eustis, the cooperator shall provide a copy of their State Pesticide Business License, copies of all the State 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

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

Registered technicians are NOT considered certified under DoD Pest Management Regulations and are not allowed to apply pesticides on the installation. The contractor will ensure copies of all of these documents will be provided to the installation before any pesticide application.

B. Provide point(s) of contact (POC) information including phone numbers and email addresses.

C. 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 contractor should plan for at least 30 days for this to be completed. Only upon review and approval can pesticides be applied. Only Pesticides approved for use will be allowed to be applied.

D. Reporting all pesticide applications. The contractor reports all pesticide applications by providing the following information within 5 days of each application (this is called a JBLE-Fort Eustis Pesticide Application Record Report):

Description/Location of Area Treated:

Day/Month/Year of Application:

Applicator Name, Certified Applicator #, Certified Categories, License Expiration Date:

Business/Business License #:

Name/Address/Phone # of Customer:

Pesticide Product Name Used EPA registration #):

Target Pests controlled:

Amount of Pesticide Product concentrate applied this application (include appropriate unit, ie, gallons, etc):

Amount of diluent used (by weight or volume), in mixture applied (include appropriate unit, ie, gallons, etc):

Total Pounds of Active Ingredient (AI) applied this application:

Hours spent applying pesticide for this application:

Type of application equipment used:

Physical removal techniques and hours spent:

Submit report to:

JBLE-Ft. Eustis, JBLE-Langley Air Force Base and Joint Base Andrews personnel listed above.

E. Formulating pesticides. All pesticides shall be formulated/mixed at the location of the contractor's or sub-contractor's place of Business. The mixing of pesticides onsite is prohibited.

F. Pesticide vehicles. Pesticide vehicles must be designated for pesticide use only and marked clearly "Contaminated with Pesticides" and with the Company Logo. Only 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.

G. Pesticide Use. For JBLE-Eustis/Ft. Eustis, the contractor 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: January 1, 2014), General Permit for Discharges Resulting from the Application of Pesticides to Surface Waters of Virginia.

H. Contractor is responsible for all pesticide/hazardous materials spill clean-up and associated costs caused by the contractor. 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.

I. All pesticides used by the contractor shall be in accordance with the pesticide labels and all federal, state and local laws and regulations.

J. Contractor shall provide maps and GIS data of all areas treated with pesticides treated areas described within task 1 and task 1 subsections).

K. Some treatments and surveys to include forest mower work may be required on weekends and holidays to avoid conflicts with the training mission.



REQUEST FOR APPROVAL OF NON-STANDARD PESTICIDE

MAJCOM:		INSTALLATION:	
POINT OF CONTACT:		ACTIVITY:	
OFFICE SYMBOL:			
DSN:			
Commercial:			
E-MAIL:			
POC SIGNATURE			
DATE SIGNED			
PESTICIDE INFORMATION			
TRADE NAME:		EPA#	
ACTIVE INGREDIENT:		SIGNAL WORD:	
FORMULATION:		CONTAINER SIZE:	
QUANTITY REQUESTED:		NSN:	
TARGET PEST			
SPECIES:			
JUSTIFICATION STATEMENT (Provide details as to need):			
APPLICATOR INFORMATION			
NAME:		DOD/STATE CERTIFICATION NUMBER	
MAJCOM PEST MANAGEMENT CONSULTANT APPROVAL			
APPROVED w/conditions: (one time only, used by date, or indefinitely)		NOT APPROVED (Justification)	
MAJCOM CONSULTANT SIGNATURE		DATE SIGNED	
Please complete and e-mail to:			

4.1 QUALIFICATIONS

Minimum qualifications to be a recognized expert for species management should include at least one 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

Minimum qualifications for a professional forester/urban forester (Task 1.7 above) shall consist of a bachelor's or master's degree in forestry or a related field (environmental studies, range management) and three to five years of professional experience in forest management as defined by the Society of American Foresters.

5. 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.

6. PERIOD OF PERFORMANCE

12 months for base year support, from date of agreement award. There are up to 4 additional option periods, each one lasting for 12 months.

7. COORDINATION

Brian Hesford
USACE Project Manager
Phone: 402-995-2759
Email: 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

8. DELIVERABLES

Table 1. Deliverables Schedule

Deliverable	Schedule	Distribution
Quarterly Progress Reports/Monthly Meetings: The NFE shall provide quarterly comprehensive progress reports. The NFE shall set up a monthly progress meeting with the AF POC and USACE PM to discuss progress, issues, and plans for the upcoming schedule.	Quarterly reports are to be delivered on the 10th day of each month via email.	Submission by email to Installation POC and USACE PM
Task 1.7 Forester's Monthly Reports: evaluation and monthly status reports of previous and on-going work in the urban forest compartments and adjacent areas interfacing with commercial forests, identification and recording of hazard trees and limbs, appraisals for hazard tree removal projects, identification of fungal disease/insect damage issues within the urban forest, and draft timber sales packages	Monthly not later than the 15 th of each month via email.	Submit electronic copy to the Installation POC and USACE PM.
Draft Annual Report: 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.
Final Annual Report: 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.
GIS Final Deliverables: 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

- 8.1 **Progress Reports:** The contractor will provide minutes from monthly phone/meeting updates. 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.
- 8.2 **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
- 8.3 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.

9. ADMINISTRATION

9.1 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%).

9.2 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]