



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

June 14, 2023

**REQUEST FOR STATEMENT OF INTEREST  
W9126G-23-2-SOI-3250**

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

Pacific Northwest / Alaska CESU Regions

**Project Title:** Mgt, Species, Pollinators, Western Bumble bee Joint Base Elmendorf-Richardson, Alaska

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 **\$102,951.35** is expected to be available to support this project for Tasks 3.1-3.4 and the Optional Task for the Base Period. Additional funding may 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 10 USC 670c-1, **Sikes Act:** For projects for the implementation and enforcement of integrated natural resources management plans, priority shall be given to award to Federal and State agencies having responsibility for the conservation or management of fish or wildlife.

**Period of Performance.** This project includes a base year for the tasks outlined and 2 additional follow-on periods, dependent on funding.

Base period: Work will begin from the date of award and extend 18 months in total. Fieldwork will occur for a minimum of the first 12 months of the period of performance, with annual and cumulative analyses and reporting occurring within the 18-month period of performance.

Follow-on (FO) periods: Follow-on period awards will occur 12 months after the base effort is awarded and annually thereafter for each option period. This allows for continuous fieldwork (each 12 months) with overlapping periods of performance for analyses and reporting. Thus, option period fieldwork will begin from the date of award and extend at least 12 months with an additional 6 months for reporting, totaling an 18-month period of performance for each Follow-on Periods (with 6 months of overlap with prior period).

Base 18 Months	Months 1, 2, 3	Months 4, 5, 6	Months 7, 8, 9	Months 10, 11, 12	Months 13, 14, 15	Months 16, 17, 18									
Follow-on Period 1					Months 1, 2, 3	Months 4, 5, 6	Months 7, 8, 9	Months 10, 11, 12	Months 13, 14, 15	Months 16, 17, 18					
Follow-on Period 2									Months 1, 2, 3	Months 4, 5, 6	Months 7, 8, 9	Months 10, 11, 12	Months 13, 14, 15	Months 16, 17, 18	

**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 **15 July 2023.**
2. Submit your Statement of Interest via e-mail attachments or direct questions to:  
Yvonne Howard  
 Grants Specialist  
 USACE, Fort Worth District  
 Email: Yvonne.Howard@usace.army.mil  
 Phone: (817) 751-9737  
Chanley Jenkins  
 Project Manager  
 USACE, Fort Worth District  
 Email: Chanley.r.Jenkins@usace.army.mil  
 Phone: 918-798-9628

**Review of Statements Received:** All statements of interest received from a member of the CESU Region(s) identified above will be evaluated by a board comprised of one or more people at the receiving installation or activity, who will determine which statement(s) best meet the program objectives: offer the most highly qualified Principal Investigator, have the most

relevant experience and the highest capability to successfully meet the program objectives. Submitters whose statements are determined to best meet the program objectives will be invited to submit a full proposal.

**Timeline for Review of Statements of Interest:** 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.

AUSTIN.ALICE.MILNE Date: 2023.06.14  
R.1076269790 16:11:14 -05'00'  
ALICE AUSTIN  
Contracting Officer

Attachment: Statement of Objectives

**STATEMENT OF OBJECTIVES**  
**Mgt, Species, Pollinators, Western Bumble bee**  
**Joint Base Elmendorf-Richardson, Alaska**

**1. PURPOSE**

The purpose of this Statement of Objectives (SOO) is to provide details of the described work to be performed to support the U.S. Air Force through a cooperative agreement (CA) between the Recipient, U.S. Army Corps of Engineers (USACE) and the Joint Base Elmendorf-Richardson (JBER) Environmental Conservation program.

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

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 SOO must be coordinated through the Grants Officer's Technical Representative and approved by the Grants Officer prior to recipient implementation.

This project is intended to meet installation-wide ecosystem monitoring and assessment goals set forth in the JBER Integrated Natural Resource Management Plan (INRMP). Authority: Sikes Act (PL 105-85, as amended through 2004 including PL 108-136; Title 16 USC 670 et seq.); DoD Instruction 4715.03, Natural Resources Conservation Program (February 14, 2011); AFMAN 32-7003, Environmental Conservation.

**1.1 Background**

Wildlife surveys are a component of the JBER Environmental Conservation program. These surveys are aimed to fill in information gaps of species presence, abundance and distribution across JBER. Monitoring the distribution and relative abundance of pollinator species can be important for documenting the effects of mission activities, development, habitat change, and environmental variability on populations.

Pollinators play a key ecological role that directly and indirectly affects wildlife and their habitat. Many species of plants are completely or partially dependent on pollinators for fruit and seed production, including plants in northern latitudes. A wide range of mammals and birds are reliant on fruits that are the result of insect pollination in Alaska. Pollinators indirectly affect wildlife diversity and populations by promoting seed production of keystone food resources.

Pollinating insects are wildlife of conservation concern in their own-right and the Bureau of Land Management (BLM) - Alaska identifies five species of bumble bees as BLM Sensitive Species, as well as five additional bumble bees and three butterflies as Watchlist Animals. Pollinator decline has been attributed to several factors that include, but are not limited to, habitat loss and fragmentation, loss of preferred floral resources, pesticide use, invasive plant species, and climate change.

*Bombus occidentalis* (Western bumble bee) has declined significantly in the southern portion of its range in the last few decades and is now listed under the International Union for Conservation of Nature and Natural Resources (IUCN) Vulnerable Red List Category. Furthermore, and with the largest and direct implications for Joint Base Elmendorf-Richardson military mission, the species has been petitioned as a candidate for listing under the Endangered Species Act.

## 2. AUTHORITY

2.1 This cooperative agreement will be awarded using one of the following authorities:

- ☒ **16 U.S.C. § 670(c) (1) – (SIKES ACT)**, USACE Acquisition Instruction (UAI) Part 5101, Version 4 dated 25 Jan 2017, revised July 2018, re-delegation of Authority in 16 U.S.C. §670C-1.
- ☐ **10 U.S.C. § 2358** - Research and Development, UAI Part 5101.
- ☐ **10 U.S.C. § 2684a** - Agreements to limit encroachments and other constraints on military training, testing, and operations, UAI Part 5101.
- ☐ **10 U.S.C. § 2684** – Cultural Resources, Delegation of Authority under Title 10 United States Code, Section 2684 – Cooperative Agreements for Management of Cultural Resources.
- ☐ **10 U.S.C. § 2701d** - Responsibilities under the Defense Environmental Restoration Program (DERP), UAI Part 5101.

In agreement with the above stated goals, the recipient agrees to provide the necessary personnel, equipment, and materials required to implement, activities to support the installation's commitment toward environmental stewardship to manage natural and cultural resources in a responsible way that has the least impact on military missions and is beneficial to the region. In addition, the activities performed by the recipient must be completed in a manner conducive to guidelines outlined in the Endangered Species Act (16 USC 1531 et seq.), the Migratory Bird Treaty Act (16 USC 1361 et seq.), National Historic Preservation Act (54 U.S.C. 300101 et seq.), Native American Graves Protection and Repatriation Act (25 U.S.C. 3001 et seq.), the Archaeological Resources Protection Act (16 U.S.C. 470 et seq.), the National Environmental Policy Act (42 U.S.C. 4321 et seq.), applicable implementing regulations, Army Regulations 200-1, and any other applicable regulatory guidelines.

2.2 In accordance with section 6305 – *Using cooperative agreements* of the *Federal Grant and Cooperative Agreements Act of 1977* (31 U.S.C. § 6301 et seq.), all CESU projects must carry out a public purpose of support or stimulation, instead of acquiring goods or services for the exclusive direct benefit of the United States Government. Examples of carrying out a public purpose may include, but are not limited to, the following:

- Project results 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

2.3 In accordance with section 6305 – *Using cooperative agreements* of the *Federal Grant and Cooperative Agreements Act of 1977* (31 U.S.C. § 6301 et seq.), substantial involvement is expected between the Department of Defense and the recipient when carrying out the activity contemplated by the cooperative agreement. The DoD agrees to participate at a national level in support of the CESU program as accepted in the Master MOU for the establishment and continuation of the CESU program Article II 1-4 and Article VI 1-7.

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

- 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. Examples include, but are not limited to, the following: (Choose what applies must have at least 2 and you can add others that apply)
  - Providing staff time to work on the project
  - Providing wildlife safety training

### 3. OBJECTIVES

The primary goal of this project falls under INRMP Goal 1: Minimize conflicts between military mission, wildlife, natural resources, and land use and Objective 1.1: Achieve no-net loss of military training through coordination and management of federally protected species (e.g. ESA, MMPA, BGEPA, MBTA, etc.) or their habitats and state protected species when practicable. The Western bumble bee has been petitioned for listing under the Endangered Species Act. The results of this project will allow the Air Force and Army to proactively anticipate the impact such a listing would have on the military mission and allow the armed services to develop monitoring methodologies to preclude critical habitat designation on JBER.

The primary objective of this project is to use unified Alaska methods in Fulkerson et al. to identify distribution and occupancy of the Western bumble bee and other pollinator species on JBER for which no other survey data is available.

The objectives for this project are to:

- Document pollinator species presence and distribution on JBER.
- Identify pollinator species habitat associations by stratifying pollinator collections across habitat types including but not limited to alpine tundra, floodplains, post burn settings, forest margins, and open needle leaf forests.

The objectives of the work to be performed under this CESU cooperative agreement are to conduct Environmental Conservation tasks on JBER and to prepare reports detailing the results of this work for submission to the USACE point of contact (POC) and JBER Natural Resource Program Manager (POC). It is anticipated a Senior Biologist and field technicians would complete the work in supporting the collaborative studies between Alaska Center for Conservation Science (ACCS) and JBER Environmental Conservation program. The recipient shall work closely with the JBER POC and ACCS during the project.

Sampling needs to be coordinated through ACCS to ensure efficient sampling and available funding for specimen identification. Recipient will need to sign up in the spring of each year at the Alaska Bee Atlas website ([www.alaskabeeatlas.org](http://www.alaskabeeatlas.org)).

### **3.0 DESCRIPTION OF OBJECTIVES**

The tasks outlined in this SOO are intended as a collaborative multi-year project.

#### **Task 3.1 - Kick-Off Meeting and Project Outline**

Within the first quarter of the award, before beginning field work for the season, the recipient will schedule a kick-off meeting with all parties involved to discuss the project and develop a project schedule to implement the SOO. The recipient or principal investigator is responsible for all meeting minutes and distribution to all parties within 10 working days of the meeting.

Collaboration with the JBER-Natural Resources Program Manager and ACCS will be completed to establish priority survey areas. This determination should be made based on mission priority, range access, or by habitat priority as determined by the JBER Natural Resources Program Manager. The priority for the base year of funding is pollinator sampling sites that are readily accessible from the road system. Due to JBER mission and training prioritization schedules and access restrictions, implementation of fieldwork activity/schedules may be required to be changed, as agreed upon as necessary by the JBER Natural Resources Program Manager.

#### **Task 3.2 - Work Plan/Fieldwork Preparation**

A work plan/sampling protocol shall be produced by the recipient with the support of the JBER-Natural Resource Manager. The plan will include how and when the work will be completed over the course of the period of performance. The work plan will be based on the tasks and methods, deliverables, and schedule presented in this document and kick-off meeting discussions. The work plan shall be approved by JBER-Natural Resource Manager prior to initiating fieldwork. The work plan will define the schedule for all required tasks and methods to complete the projects and required deliverables.

A draft will be provided to the JBER-Natural Resource Manager for review and comment within 120 days of the task order award. The government shall be afforded 14 calendar days review period and shall provide the recipient with comments to utilize for finalization of the document. The recipient shall utilize the government comments to make final edits and changes to the work plan. Any field deviations will be documented in field notes and require verbal concurrence from the JBER technical POC. Any field deviations that modify the project scope must be approved by the USACE Project Manager prior to any action being taken.

#### **Task 3.3 - Fieldwork and Lab Identification**

Field work and data collection will be completed in accordance with the approved work plan. Survey methods shall follow the established protocols developed by ACCS in their research report titled “Alaska Bee Atlas – Inventory and Monitoring Plan and Protocol”. Due to JBER mission and training prioritization schedules and access restrictions, implementation of activity/schedules may change. Field work and access schedules shall be coordinated with Range Control and the JBER-Natural Resources Program Manager.

##### **Specific Fieldwork:**

Note that specific fieldwork for this project should include collection of pollinators at field sites using two passive methods – blue vane traps and bee bowls – and one active method – net capture.

##### **Labwork**

After specimens have been collected, lab identification of field samples will be coordinated with ACCS.

### **Task 3.4 Draft/Draft Final/Final Project Reports**

#### *Post Field Season Summary & Final Report*

Upon completion of the field work and tasks outlined in the work plan, the recipient shall take information collected over the course of the project and develop a draft post field season summary. The post field season summary shall discuss all the work completed for the tasks presented in this document and detailed in the work plan. The summary report shall contain at a minimum: methodology (and any deviations), results, data analysis and discussion, photos, and maps; overall field season success and discussion of any issues and recommendations towards improving the projects or study.

The report shall include maps of the areas surveyed, locations of species identified during surveys, samples collected and locations, results of the samples collected, and results identifying current occupancy of pollinators on JBER. The draft report shall be submitted to the government within 120 days of the end of the field season survey effort. The government shall be afforded 14 calendar day review period. The recipient shall utilize the government comments to make final edits and changes to the draft project summary report. One set of all field notes and/or field data forms, photos, GPS and GIS data, and excel database of all survey data shall be submitted digitally alongside the report to the JBER-Natural Resource Manager. Spatial data requirements are detailed in section 7 of the SOO.

**Optional Task**, if funding allows – Oral or Poster Presentation of project results at a professional conference i.e. the National Military Fish and Wildlife Association Conference, the Wildlife Society – Alaska Chapter Conference, or other as approved by the JBER Natural Resource Program Manager.

**Follow-on Period 1** – If awarded, follow-on period 1 will include all the components of Tasks 3.1-3.4 and will target pollinator sampling sites in the Richardson and Elmendorf Training Areas, not immediately accessible from the road. Training areas include TAs 401-419, 423-425, and 429. Access to the Richardson Training Areas will be dependent on availability and coordinated through 11 ABN Range Control.

**Follow-on Period 2** – If awarded, follow-on period 2 will include all the components of Tasks 3.1-3.4 and will target pollinator sampling sites in the alpine training areas. Training areas include TA 420, 421, 422, 426, 427, 428, 430, 431, and Site Summit. Access to these Training areas will be dependent on availability and coordinated through 11 ABN Range Control.

## **4.0 REPORTS, DELIVERABLES, ESTIMATED PROJECT SCHEDULE AND SPATIAL DATA REQUIREMENTS**

### **4.1 Kick-Off Meeting and Project Outline**

A kick-off meeting will be held within the first quarter of the award and shall discuss the projects, concerns, and develop a project outline/timeline. The project outline shall be based on the Tasks, Deliverables, and Schedule presented in this document and presented to the JBER Technical POC and the USACE Project Manager for concurrence. The recipient or principal investigator is responsible for all meeting minutes and distributed to all parties within 10 working days of the meeting.

### **4.2 Reporting Requirements**

**Work Plan/Fieldwork Preparation** – A work plan shall be produced with the support of the JBER-Natural Resource Manager depicting how and when the work will be completed over the course of the period of performance. The work plan will be based on the tasks and methods, deliverables, and schedule presented in this document and kick-off meeting discussions. The work plan shall be approved by JBER-



Natural Resource Manager prior to initiating fieldwork. The work plan will define the schedule for all required tasks and methods to complete the projects and required deliverables. A draft will be provided to the JBER-Natural Resource Manager for review and comment within 120 days of the task order award.

**Post Field Season Summary**— Upon completion of the field work and tasks outlined in the work plan, the recipient shall take information collected over the course of the field season and develop a draft post field season summary. The post field season summary shall discuss all the work completed for the tasks presented in this document and detailed in the work plan. The summary shall contain at a minimum: methodology and any deviations, maps, photographs, overall field season success, and discussion of any issues and recommendations towards improving the project or study.

**Draft and Final Reports** - The draft report documenting the project data and results shall be submitted to the government within 120 days after receiving the specimen identification results from ACCS. Results can be added to the post field season summary report, if appropriate, or in a standalone document. The government shall be afforded 14 calendar day review period. The recipient shall utilize the government comments to make final edits and changes to the draft project summary report. One set of all field notes and/or field data forms, photos, GPS and GIS data, and excel database of all survey data shall be submitted digitally alongside the report to the JBER Technical POC. Spatial data requirements are detailed in section 7 of the SOO.

All reports are required to be in electronic format. The final report(s) will be provided on external hard drive/CD/DVDs containing the report, digitized imagery, photos, and any other data provided in appropriate usable format.

#### **4.3 Deliverables**

1. Kickoff meeting notes. A kick-off meeting will be held within the first quarter of contract award and shall discuss the projects, concerns, and develop a project work plan. The cooperator or principal investigator is responsible for all meeting minutes and distributed to all parties within 10 working days of the meeting.
2. Draft Work Plan (deliverable A). Due within 120 days of Task Order award
3. Final Work Plan (deliverable A1). Due within 30 working days of receiving comments from the JBER Technical POC
4. Draft Post Field Season Summary (deliverable B). Due within 120 days of fieldwork completion. Describes tasks accomplished, preliminary data analysis, and maps.
5. Final Post Field Season Summary (deliverable B1). Due within 30 days of receiving comments from the JBER Technical POC
6. Field Season Survey Data Report (deliverable B2). Due within 120 days of receiving data and results from the ACCS.
7. GIS shapefiles (deliverable B3). Due within 120 days of receiving data and results from the ACCS.
8. If Option Task is awarded, Professional Presentation. Develop and present project results (oral or poster presentation) at a professional wildlife conference
9. Annual maps of pollinator species distribution
10. Progress Reports - One (1) typed letter report describing progress on the project. The report shall be due within 10 days of the end of each 3-month period (quarterly) and shall be transmitted via electronic mail, facsimile, or regular mail no later than the 10th calendar day following the end of the reporting period. 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 which are due.
11. Annual Inventory – Required under 2CFR for Grants and Cooperative Agreements - Acquired Property purchased with funding from award - property records must be maintained that includes

description of the property, serial number or other identification number, source of funding, who holds title, acquisition date, cost of property, percentage of Federal participation in project costs, location, use and condition of property, and ultimate disposition including date of disposal and sale price. A physical inventory must be taken, and results reconciled every two years. Copies of the inventory to be sent annually to USACE – SWF and the INSTALLATION.

12. Annual Report per 2CFR. One (1) paper copy of an annual report should be submitted no later than one month before end of each year. At a minimum, the report shall contain an introduction section, and one section for each Task identified in your proposal. For each Task, the report shall summarize work accomplished for the Task. INSTALLATION staff will review and provide comments, if any, within fifteen (15) calendar days after receipt.
13. Draft Final Project Report. One (1) paper copy of a draft final report should be submitted no later than one month before end of the project. At a minimum, the report shall contain an introduction section, and one section for each Task identified in your proposal. For each Task, the report shall summarize work accomplished for the Task. INSTALLATION staff will review and provide comments, if any, within fifteen (15) calendar days after receipt. Must provide an electronic copy to the USACE POC at the time this document is submitted to the Installation POC.
14. Final Project Report. One (1) paper copy of the final report, incorporating INSTALLATION review comments on the draft, if any, shall be submitted no later than fifteen (15) days after receipt of the INSTALLATION comments. Additionally, one (1) copy of the final report shall be submitted in a MSWord file(s), on digital media. Must provide an electronic copy to the USACE POC at the time this document is submitted to the Installation POC.

All deliverables must be sent to the AFCEC POC listed in section 8.1 in addition to the JBER POC.

## **5.0 GENERAL REQUIREMENTS**

The following requirements are common to all tasks listed above in Section 3.0.

### **5.1 Preparation**

Provide professional report preparation, editing and printing which present study findings for future JBER planning purposes.

### **5.2 Equipment, Supplies, and Materials**

Provide supplies and materials as necessary to conduct fieldwork for this study and prepare reports. Provide computers with GIS mapping capabilities and hard drives, to collect, analyze, and report on data collected. For safety reasons, cellular phones are required for Recipient personnel to operate in the field on JBER-managed lands. Collaborator(s) are required to have a cellular phone and bear spray on their person when operating in the field on JBER-managed lands.

### **5.3 Transportation**

Provide 4X4 vehicle support as necessary to complete surveys and monitoring studies.

### **5.4 Travel**

Travel on JBER is required to accomplish some of the tasks identified in this SOO. In addition, travel is required to meet with various consulting agencies and stakeholders.

### **5.5 Recipient Employee Government Access Requirements**

**5.5.1** All recipients shall comply with applicable installation, facility and area commander installation/facility access and local security policies and procedures. The recipient shall also provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshall Office, Director of Emergency services or Security Office.

**5.5.2** The recipient will ensure that its employees entering JBER installations or facilities have obtained access badges and passes in accordance with facility regulations and that these badges and passes are obtained in advance so as not to delay the accomplishment of services.

**5.5.3** The recipient will return all issued US Government Common Access Cards (CAC), installation badges, and/or access passes to the Government Representative when the cooperative agreement is completed or when a recipient employee no longer requires access to the installation or facility.

## **6. GOVERNMENT FURNISHED INFORMATION AND EQUIPMENT**

The Government will not furnish any supplies or manpower in support of this agreement. The Government may furnish some sensitive equipment for use during field surveys as available and appropriate for specified field work. Sensitive equipment furnished may include GPS, binoculars, and digital cameras in an effort to standardize data collected as well as comply with sensitive equipment rules/restrictions while on JBER. JBER will provide access to the installation, training on how to access training areas, how to identify and report ordnance, and how to avoid negative interactions with wildlife. Additional government furnished material includes:

- Coordination and signup for range training
- Historical and current aerial imagery and GIS data, if needed
- Military radio for field communication with Range Control, if available
- Technical guidance and fieldwork support (fieldwork support only if JBER personnel are available)

## **7. DATA COLLECTION AND GIS REQUIREMENTS**

Data will be transferred from the field notebook or data forms to an electronic database, GPS information downloaded and converted into ArcGIS shapefile format, and photos will be downloaded and saved to Site location folders. Data will be reviewed for completeness and accuracy. Data shall be presented in data form format provided by the JBER Technical POC. During the field season, data shall be managed so that it is available upon request for management decisions.

GPS waypoints will be submitted electronically using Environmental Systems Research Institute's (ESRI) compatible GIS format. Any Government issued GPS/sensitive equipment will be turned in to the JBER-Natural Resources Program Manager immediately after field work is completed.

All GIS data must be accepted and approved to be compatible by the 673 CES GeoBase GIS office to ensure compliance with AF GIS format. Data for this project will be collected using in compliance with Spatial Data Standards for Facilities, Infrastructure, and Environment (SDSFIE). The latest version should be used for data collection. Maps generated from GIS data will be reduced and included in reports. Data collection will be accurate enough to ensure reasonable accuracy on large scale maps. The collected data will be made available in layers as agreed by the recipient and the JBER-Natural Resources Program Manager. All original and AF formatted GIS information and data shall be delivered in the required format to the JBER-Natural Resources Program Manager.

### **All geospatial data must be delivered in the following format:**

The horizontal coordinate system shall be Universal Transverse Mercator (UTM) coordinate system, Transverse Mercator projection, Geodetic Reference System 1980 (GRS80) spheroid, World Geodetic System 1984 (WGS84) datum, (WGS84 UTM Zone 6 North) and use metric coordinate units.

The vertical datum will be the North American Vertical Datum 1988 (NAVD 88). Further guidance on mapping units, coordinate systems and projections is available from the Installation GIO (673 CES GeoBase section).

## POINTS OF CONTACT

### 8.1 Coordination with JBER POC

JBER POC and Recipient shall hold regular meetings to discuss needs, priorities, and updates as deemed necessary by parties to this agreement. The timing and frequency of the meetings will be determined by the project needs and JBER POC staff.

The following actions must be coordinated with the JBER Technical POCs:

- Access to the installation
- Any/All photography and video
- All fieldwork shall be scheduled with and approved by the JBER Technical POC in writing, and coordinated with Range Control and others as appropriate

The Recipient shall interact with the JBER Points of Contact (POC) listed below. Correspondence should be addressed as follows:

JBER Cassandra Schoofs  
Technical Biologist  
POC: 673 CES/CEIEC  
907-384-0276  
[Cassandra.schoofs.1@us.af.mil](mailto:Cassandra.schoofs.1@us.af.mil)

USACE Chanley Jenkins  
POC: US Army Corps of Engineers, RPEC  
[chanley.r.jenkins@usace.army.mil](mailto:chanley.r.jenkins@usace.army.mil)  
918-798-9628

AFCEC Kristy Rouse  
POC: Deputy Section Chief  
Alaska ISS, AFCEC/CZOP  
JBER, AK  
Office: 907-552-7910  
Cell: 715-498-3433  
Email: [kristy.rouse@us.af.mil](mailto:kristy.rouse@us.af.mil)

### 8.2 Modification Requirements

The USACE Grants Officer is the only person with the authority to act as agent of the Government under this cooperative agreement.

Only the Grants Officer has authority to:

- (1) Direct or negotiate any changes in the Statement of Objectives or specifications;
- (2) Modify or extend the period of performance;
- (3) Change the delivery schedule; or
- (4) Otherwise change any terms and conditions of this contract.

The USACE Grants Officer is the only person authorized to make or approve any changes in any of the requirements of this cooperative agreement. In the event the recipient makes any changes at the direction of any person other than the USACE Grants Officer, the change will be considered to have been made without authority and no adjustment will be made in the cooperative agreement price to cover any increase in costs incurred as a result thereof.

The Government will conduct periodic inspections of the recipient's work to determine compliance with the requirements of this cooperative agreement. The USACE Grants Officer will notify the recipient of

any work that is determined to be noncompliant with the contract requirements. The recipient shall take immediate corrective action after receipt of such notice. The USACE Grants Officer may issue an order stopping all or part of the work until satisfactory corrective actions have been taken.

### **8.3 Regularity/Professional Interface**

The recipient shall assist with oral/written interaction with interested parties related to the project. Requirements include, but are not limited to, presentation materials, agendas, minutes, publications, news releases, and public notices. The recipient shall assist in project technical review, analysis, and discussions to integrate comments from interested parties on programs and related data and studies. The recipient or principal investigator shall develop options for responses and prepare report(s) to communicate government priorities to regulatory agencies and other interested parties. All public or professional presentations must be reviewed and approved for release by the JBER Technical representation and Public Affairs office.

### **8.4 Sharing of Information**

All reports and data generated under this cooperative agreement are the property of the government and distribution by the recipient to any source, unless previously authorized by the USACE Project Manager and JBER Technical POC. Any public dissemination and/or financial gain endeavor utilizing information obtained through this project requires mutual agreement and approval by JBER.

The recipient shall not make available to the news media or publicly disclose any data generated or reviewed under this cooperative agreement. If approached by the news media, the recipient shall refer them to the Grants Officer for response. The government reserves the right to review the recipient's proposed publications.

The recipient shall be free to publish, permit to be published, or distribute for public consumption, any information, oral or written, concerning the results from fundamental research, provided that it shall provide copies of any such publication or release of information to the Government (the USACE Project Manager and JBER Technical POC) for review and comment at least sixty (60) days prior to any such release. If no response is received within thirty (30) days of the date submitted, it will be conclusively presumed that that publication and/or dissemination may proceed without delay. If the USACE Project Manager or JBER Technical POC determines that proposed publication and/or dissemination contains confidential and/or classified information, it will be removed. Fundamental research, as used in this clause, means basic and applied research in science and engineering, the results of which ordinarily are published and shared broadly within the scientific community, as distinguished from proprietary research and from industrial development, design, production, and product utilization, the results of which ordinarily are restricted for proprietary national security reason.

## **9.0 PERIOD OF PERFORMANCE**

This SOO includes a base year for the tasks outlined in this SOO and 2 additional follow-on periods, dependent on funding.

Base Period - Work will begin from the date of award and extend 18 months in total. Fieldwork will occur for a minimum of the first 12 months of the period of performance, with annual and cumulative analyses and reporting occurring within the 18-month period of performance. These elements are non-severable.

Follow-on Periods – Follow-on period awards will occur 12 months after the base effort is awarded and annually thereafter for each option period. This allows for continuous fieldwork (each 12 months) with

overlapping periods of performance for analyses and reporting. Thus, option period fieldwork will begin from the date of award and extend at least 12 months with an additional 6 months for reporting, totaling an 18-month period of performance for each Follow-on Periods (with 6 months of overlap with prior period).

Base 18 Months	Months 1, 2, 3	Months 4, 5, 6	Months 7, 8, 9	Months 10, 11, 12	Months 13, 14, 15	Months 16, 17, 18								
Follow-on Period 1					Months 1, 2, 3	Months 4, 5, 6	Months 7, 8, 9	Months 10, 11, 12	Months 13, 14, 15	Months 16, 17, 18				
Follow-on Period 2									Months 1, 2, 3	Months 4, 5, 6	Months 7, 8, 9	Months 10, 11, 12	Months 13, 14, 15	Months 16, 17, 18

Optional Task –The Optional Task for the Poster Presentation does not have anticipated dates or specific seasons. The optional task could be executed at any time during this agreement’s Base Period of Performance or Follow-on Periods if funding is made available. The Optional Task period of performance would not extend beyond the base agreement or any option period’s 18-month period of performance.

## REFERENCES

Fulkerson, J.R., M.L. Carlson, and C.T. Burns. 2022. Alaska Bee Atlas: Bee Survey and Monitoring Plan for Alaska. Alaska Center for Conservation Science, University of Alaska Anchorage, Anchorage, AK. 24 pp. plus appendices