



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

April 16, 2024

**REQUEST FOR STATEMENT OF INTEREST  
W9126G-22-2-SOI-2518**

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

Hawai'i-Pacific Islands / Desert Southwest / Californian / Rocky Mountains CESU Regions

**Project Title:** Field Biology Technical Assistance and Predator Control for Pacific Missile Range Facility (PMRF), Kauai, Hawaii

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 **\$612,000** is expected to be available to support this project 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.** The base period of agreement will extend 12 months from date of award. There may be up to four 12-month follow-on periods based on availability of funding.

**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 **May 17, 2024 at 5:00 P.M. CST.**
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](mailto:yvonne.howard@usace.army.mil)  
Office: 817-751-9737

Kathy S. Mitchell  
Project Manager  
USACE, Fort Worth District  
Email: [kathy.s.mitchell@usace.army.mil](mailto:kathy.s.mitchell@usace.army.mil)  
Office: 817-886-1709

**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.

PAIGE E. POORMAN  
Grants Officer

Attachment: Statement of Objectives

**STATEMENT OF OBJECTIVES**  
**for**  
**FIELD BIOLOGY TECHNICAL ASSISTANCE AND PREDATOR CONTROL**  
**for**  
**NATURAL RESOURCES PROGRAM, PACIFIC MISSILE RANGE FACILITY, KAUALI,**  
**HAWAII**

1.0 PURPOSE

1.1 The Pacific Missile Range Facility (PMRF) environmental program ensures military mission activities are conducted in compliance with all applicable environmental laws, regulations and policies. Article I B of the master agreement states the objectives of the CESU are to: provide research, technical assistance and education to federal land management, environmental and research agencies and their potential partners; develop a program of research, technical assistance and education that involves the biological, physical, social sciences needed to address resource issues and interdisciplinary problem-solving at multiple scales and in an ecosystem context at the local, regional, and national level; and place special emphasis on the working collaboration among federal agencies and universities and their related partner institutions.

1.2 This work requires the equivalent of 1FTE onsite supervisory biologist, and the equivalent of 6 FTE staff members to support the PMRF Natural Resources Program. Support needs are: protected species field monitoring and survey work, species and habitat conservation, predator control, maintenance and operation of a small nursery facility used for native plant production and restoration work, and environmental planning/ GIS support, in order to implement the Integrated Natural Resources Management Plan (INRMP).

2.0 AUTHORITY

2.1 This Cooperative Agreement will be awarded using the following authority delegated to USACE associated with 16 U.S.C. § 670c-1 – (SIKES ACT).

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.), Cooperative Agreements must carry out a public purpose of support or stimulation, however under the authority of the Sikes Act (16 USC 670c-1 (c) (2)), notwithstanding chapter 63 of Title 31 (31 U.S.C. § 6301 et seq.), a Cooperative Agreement under this section may be used to acquire property or services for the direct benefit or use 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:

- PMRF is involved in development of study methodology, data gathering, analysis, and/or report writing
- PMRF actively participates and collaborates in carrying out the project plan of work, reviews and approves activities, helps train or select project staff or trainees
- PMRF 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:
  - Providing computing services
  - Providing staff time to work on the project
  - Providing office and nursery facility and utilities

### 3.0 DESCRIPTION OF OBJECTIVES

#### 3.1 Task 1: Security Clearance and Training

Obtain and maintain security clearance to work unescorted on base. Attend training as required to work safely and effectively on base, maintain security clearance, and remain current with natural resources-related technical requirements. The NR manager may request attendance at specific Navy-sponsored trainings or conferences that would require travel. Requests to attend other trainings or conferences that are beneficial to the performance of work duties should be submitted to the NR manager for approval prior to commitment of any funds.

#### 3.2 Task 2: NR Program Support

Provide an onsite team lead to supervise all onsite staff. Coordinate with other Navy staff and contractors performing work supporting the INRMP. Assist with adaptive management by providing regular updates on: monitoring results and trends in protected species population status; reportable events such as protected wildlife injuries, nests, or other resources; observations about progress and efficacy of ongoing management actions; and identification of emergent needs. Maintain constant communications with NR manager and participate in NR staff meetings. Other duties in support of the INRMP and NR Program as assigned.

#### 3.3 Task 3: Monitoring and Surveys

Conduct wildlife, vegetation and other resource monitoring and surveys for protected plant and animal species, predators, invasive species, and BASH species of concern. All monitoring and survey work should include data management tasks adequate to document existing populations and inform management decisions. All photographs must be taken in accordance with Navy policy. Photographs collected should be labeled with or have information recorded to include: date, general location or station, specific subject, and photographer. Monitoring and survey work will be performed in adherence with legal and regulatory requirements, best practices, and relevant Navy SOPs.

#### 3.4 Task 4: Predator Control

Conduct predator control in accordance with current PMRF predator control plan. Use data to update baselines of existing predator populations and revise the predator control plan for the different areas of PMRF as appropriate, including Barking Sands, Makaha Ridge, and Kokee. Identify predator control actions and recommend priorities for implementation for the NR Manager. Control actions to be considered include but are not limited to lethal control of barn owls and feral cats and non-lethal control of dogs.

#### 3.5 Task 5: Database and GIS

Maintain database and ensure that all data collected are incorporated in a timely manner. This includes all monitoring and survey data, any special observations, data generated from other INRMP projects, outplanting and monitoring, and spatial data. Produce data summaries and mapping as requested to support environmental priorities, planning,

reporting, and expedient communication to inform Navy leadership. Ensure that GIS data and figures comply with the Navy Data Model. Coordinate with Navy Installation Geospatial Information & Services (IGI&S) GeoReadiness Regional Center (GRC) Manager for relevant GIS standards.

### 3.6 Task 6: Education and Outreach

Assist in development of educational outreach or training materials. Participate in educational outreach and training events. Coordinate volunteer programs with community groups to leverage manpower for habitat restoration and wildlife monitoring and to provide opportunities for cultural practice at culturally significant sites at PMRF. Produce materials to increase awareness in the community and at the installation of the NR program.

### 3.7 Task 7: Wildlife Response

Respond to reports of injured wildlife, potentially outside of core working hours. Prepare documentation to support reporting requirements as needed. Coordinate with various entities and organizations to rehabilitate wildlife when possible and appropriate.

### 3.8 Task 8: Native Plant Nursery Development

The newly completed PMRF Native plant nursery requires one full-time botanist to provide seed collection, plant propagation and botanical surveys in support of the PMRF INRMP and carbon sequestration goals. Develop and maintain a native plant nursery at PMRF to ensure a supply of appropriate native plants that are acclimated to the west side of Kauai and do not have biosecurity concerns for outplanting. Supply plants for restoration projects across the installation to support the ESA, Sikes Act, climate change mitigation, and to reduce erosion. Lead botanist will create and maintain protocols, plan schedules for planting/ transplanting, conduct propagation, obtains seeds, maintain relationships with local community members to maintain access to native plants, purchase materials, inspect materials, maintain biosecurity and keep accurate data on all maintenance and propagation activities.

Provide data on all outplantings that were supported each fiscal year including:

1. Ecosystem affected and project extent (geospatial data)
2. List of the species being planted, to include both common and scientific name.
  - a. For each **tree** species provide:
    - i. Number planted per unit of area (e.g., acre, km<sup>2</sup>, etc.).
    - ii. Seedling age (i.e., 1-0, 2-0, or 3-0) or sapling diameter (which is generally 1 to 5 inches dbh).
    - iii. If planting larger or adult trees, please provide the height and diameter of the trunk, as described above for tree removals.
  - b. For each **plant** species provide:
    - i. Number planted or removed overall or per unit of area (e.g., acre, km<sup>2</sup>, etc.)
    - ii. Size of plant (provide average if large number involved)
3. Monitoring photographs with labels and descriptions
4. Any vegetation removal conducted in support of outplanting, with the same information as in 2.a. and 2.b.

### 3.9 Task 9: Biosecurity

Provide subject matter expertise to develop and implement biosecurity protocols. Train installation personnel on protocols as required. Maintain biosecurity protocols in all activities.

### 3.10 Task 10: Conservation Law Enforcement

Document violations of environmental conservation policies and law and report to Security Forces and NR Manager.

## 4.0 QUALIFICATIONS

4.1 Recipient is responsible for providing staff with appropriate qualifications and relevant experience in field work and analysis applicable to species and conditions found in Hawaii. Staff must be eligible for access onto US Navy properties.

4.2 Graduate degree, or specialized work or other experience applicable to PMRF and working with biological resources in Hawaii is required for supervisory biologist.

4.3 Initial selection and proposed changes in technical specialists should be coordinated with NR Manager. Per 2CFR and the terms and conditions for federal cooperative agreements, any changes of key personnel must be reported to the USACE technical POC and must be authorized by the awarding USACE Grant Officer.

## 5.0 GOVERNMENT FURNISHED MATERIALS OR PROPERTY

5.1 Physical Data: Government will respond to requests for information, comments on submittals and provide access to governmental documents and historic data as relevant. All additional information gathering is the responsibility of the Contractor.

5.2 Facility: PMRF will provide office space and a government computer for daily use.

5.3 Equipment: Equipment, consumable and non-consumable supplies needed to conduct tasks safely and effectively as defined above can be reimbursed through this agreement.

Acceptable items include: work boots, binoculars, bird scope, etc. Efforts should be made to be responsible with government funds and use available equipment and supplies when possible. The NR vehicles shall be properly maintained per the owner's manuals. Report vehicle collisions or other damage to the government and keep records of all repairs and maintenance. If the NR vehicle is not available for work use, personal vehicle mileage will be reimbursed at the government rates.

Government furnished materials or property is governed by 2 C.F.R. Part 200.312 which states that a) Title to federally owned property remains vested in the Federal government. The non-Federal entity must submit annually an inventory listing of federally owned property in its custody to the Federal awarding agency. Upon completion of the Federal award or when the property is no longer needed, the non-Federal entity must return the property to the Federal awarding agency for further Federal agency utilization.

6.0 BASE PERIOD and OPTIONS One base award of 12 months, followed by four option periods of twelve months. Base Year, 1 June 2024-30 May 2025.

7.0 PERIOD OF PERFORMANCE

7.1 Base Effort - Period of performance will be 12 months from project award Project needs will require an award in early June 2024.

7.2 Follow-On Periods - Four option periods will each be 12 months from award:

8.0 COORDINATION

- USACE Fort Worth District POC  
Kathy Mitchell  
817 886-1709  
[kathy.s.mitchell@usace.army.mil](mailto:kathy.s.mitchell@usace.army.mil)
- Navy Technical Representative:  
Brooke McFarland  
Naval Facilities Engineering Command Hawaii (NAVFAC HI)  
PMRF Natural Resources Program Manager  
Pacific Missile Range Facility, Bldg. 250  
Ph:808-335-4017  
email: [brooke.a.mcfarland.civ@us.navy.mil](mailto:brooke.a.mcfarland.civ@us.navy.mil)

9.0 POST AWARD REQUIREMENTS and DOCUMENTS

9.1 Invoicing and Progress Reports - Submit Payment Request and additional required documents to: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil). Carbon Copy the assigned USACE Project Manager as well as your organization's POCs for the additional required documents as well as the delinquent accounts POC.

9.1.1 Frequency: Quarterly plus 30-day grace period. If the coverage dates are not quarterly or preapproved by the PM (or the first/last submittal), the payment request will be **rejected**.

<b>Quarters</b>	<b>Invoice pkgs due No Later Than (NLT):</b>
Q1: Oct-Dec	Q1: 31 Jan
Q2: Jan-Mar	Q2: 30 Apr



Q3: Apr-Jun  
Q4: Jul-Sep

Q3: 30 Jul  
Q4: 31 Oct

9.1.2 Payment Requests must be submitted on form SF270 with the accompanying SF-PPR progress report. SF270s will be **rejected** if the SF-PPR progress report has not been received.

Please ensure to include the following on the SF-PPR progress report:

- Separate details by CLIN
- Achievements
- Percent Completion
- Project Status
- Problems encountered and impact of activities and personnel on schedule
- Anticipated work in next reporting period

**If the SF-PPR is incomplete, it will be rejected causing the SF270 to also be rejected.** SF-PPR Forms with above fields may be requested at: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil)

The SF270 may have multiple pages. May request Excel version @ [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil)

**Must be submitted in PDF or it will be rejected.**

SF270 Block 11 (a), (b), (c) are for the description of funds. Preferred description is: CLIN/POP Type, POP start and end dates, amount awarded. At minimum include the CLIN.

Example:

***CLIN 0001/ Base  
22SEP23 – 21SEP24  
\$100,000.00***

Funding must be separated as specified on the Award document. For Sub-CLINs that specify “*for funding only*”, may be rolled into the primary CLIN unless otherwise instructed. All others require PM approval. If the description is missing; payment request will be **rejected**.

9.1.3 The **FINAL** invoice package must include the following documents. The entire Final invoice package is due no later than 90 days from the period of performance (POP) end date:

- Final SF270
- SF-PPR
- Final SF425
- DD882
- SF428 plus attachment B (C&S if applicable)
- SF298
- Final Report

Missing any of the above required documents, the Payment Request will be **rejected**.

*Forms may be requested from the district office or found at: [www.grants.gov](http://www.grants.gov)*

- 9.2 Kick-off Meeting and Status Updates—Kick-off meeting will occur no later than 14 days after contract is award, and meeting minutes will be provided no later than 14 days after. Quarterly progress reports will be submitted in accordance with invoicing as outlined in 9.1.1, with the exception of Q4 report which will also provide a summary annual summary of activities.
- 9.3 Field Data—Daily inventory data such as but not limited to GIS data, shape files, field inventory data, natural resource inventories or any other data gathered in the course of the project. All information is to be stored in the database of record at the PMRF Natural Resource Manager's office.
- 9.4 GIS Files—GIS data must meet standards as outlined in Navy IGI&S Standards & Specifications for Vector GIS Deliverables
- 9.5 Annual Inventory—Federally owned property - an annual inventory listing Federal property (to include description of the property, a serial number or other identification number) that is in the custody of the recipient; Copies to be sent to USACE — SWF and the PMRF Natural Resource Manager
- 9.6 Annual Inventory—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 PMRF Natural Resource Manager.
- 9.7 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. PMRF Natural Resources Manager 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.
- 9.8 Final Project Report—One (1) paper copy of the final report, incorporating PMRF Natural Resources Manager review comments on the draft, if any, shall be submitted no later than fifteen (15) days after receipt of the PMRF POC 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.

10.0 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%).

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.