

FUNDING OPPORTUNITY ANNOUNCEMENT (FOA)

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| Funding Agency: US Army Corps of Engineers Alaska District PO Box 6898 JBER AK 99506 | Funding Instrument: Cooperative Agreement Funding Opportunity W911KB-24-2-0002 No. CFDA No: 12.005 Program Authority 16 U.S.C. 670c-1 (Sikes Act) |
| Issue Date: 12 April 2024 | Application Due Date: 13 May 2024 |
| <p>Overview: Mgt, Wetlands/Floodplains, Joint Base Elmendorf-Richardson, Alaska - The objectives of this project fall under INRMP Goal 2: Manage JBER natural resources under the guidelines and principles of adaptive ecosystem management, which aim to maintain functional ecosystems and natural diversity including sustainable populations, native species, and ecological communities and Objective 2.1: Inventory and monitor JBER's natural resources, including soil, water, wetlands, flora, and fauna, to provide baseline information on ecosystem integrity and health, status of renewable resources, and status of threatened or sensitive species or communities. See full Funding Opportunity Description in Section I.</p> | |
| Estimated Total Funding: \$45,000.00 | Estimated Number of Awards: 1 |
| Contents of Full Text Announcement | |
| I. Funding Opportunity Description | V. Application Review Information |
| II. Award Information | VI. Award Administration Information |
| III. Eligibility Information | VII. Agency Contacts |
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| <p>Contact Information: Questions relating to Grants.gov including the registration process and system requirements should be directed to the Grants.gov Contact Center at 1-800-518-4726. For assistance with the requirements of this Funding Opportunity Announcement, please contact the Grants Specialist, casandra.a.hutchins@usace.army.mil.</p> <p>Instructions to Applicants: The complete Funding Opportunity Announcement, application forms, and instructions are available for download at Grants.gov.</p> <p>Applications in response to this Funding Opportunity Announcement shall be submitted by the application due date. Applications may be submitted electronically via email or through Grants.gov.</p> <p>Applicants shall have a Unique Entity Identification (UEI) number, registration with the System of Award Management (SAM), and registration with Grants.gov, if submitting application through Grants.gov.</p> <p>See Section IV of the Funding Opportunity Announcement for complete application submission information.</p> | |

Section I: Funding Opportunity Description

STATEMENT OF WORK

**RAM Number: FXSBA5324915-A
Mgt, Wetlands/Floodplains
Joint Base Elmendorf-Richardson, Alaska**

Project Ceiling \$45,000

1.0 GENERAL

The purpose of this Statement of Work (SOW) is to provide details of the described work to be performed to support the U.S. Air Force (AF) 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 noted in this SOW for execution under this CA, by USACE, do not include functions to be performed that are personal services.

Any modifications to cooperative agreement activities as outlined by this SOW must be coordinated through the Grants Officers Representative (GOR) and approved by the Grants Officer (GO) prior to Recipient implementation.

1.1 Legal Drivers

This project is intended to meet installation-wide ecosystem monitoring and assessment goals set forth in the JBER Integrated Natural Resource Management Plan (INRMP). Legal Drivers: 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 Sections 3C-Wetlands and 3D-Floodplains; Section 404 of the Clean Water Act (CWA) (Title 33, USC, Section 1344); and Executive Order (EO) 11990 Protection of Wetlands (May 24, 1977).

1.2 Background

Wetland functions and values are widely recognized and have been protected via the CWA, the Rivers and Harbors Act, and by EO since the 1970s. Wetlands provide fish and wildlife habitat, support vegetative diversity, protect water quality, mitigate flood damage, support hydrologic integrity of lakes and streams, and provide a unique resource for education, recreation, hunting and gathering, aesthetics, and culture. Wetland and floodplain surveys are a component of the JBER Environmental Conservation program. These surveys are aimed to fill in information gaps of wetland and floodplain presence and distribution across JBER. Mapping and assessing wetland/floodplain presence is important for documenting the effects of mission activities, development, habitat change, and environmental variability on these important natural resources.

2.0 SCOPE

The primary goal of this project falls under INRMP Goal 2: Manage JBER natural resources under the guidelines and principles of adaptive ecosystem management, which aim to maintain functional ecosystems and natural diversity including sustainable populations, native species, and ecological communities and Objective 2.1: Inventory and monitor JBER's natural resources, including soil, water, wetlands, flora, and fauna, to provide baseline information on ecosystem integrity and health, status of renewable resources, and status of threatened or sensitive species or communities and including the INRMP Task under Objective 2.1: Maintain regular updates to the JBER Wetland Functional Assessment.

3.0 MAJOR REQUIREMENTS

The objectives for this project are to:

- Identify areas of high land development priority, restoration potential or natural resource management value.
- Perform tabletop assessments of wetland areas, denoting previously mapped wetland boundaries, vegetation signatures, soil maps, hydrologic and climactic conditions, etc. prior to field work.
- Gather detailed wetland information in the field including detailed vegetation, soil, and hydrology data for validation of U.S. Fish and Wildlife Service (USFWS) mapping efforts completed in 2022 and 2023.

The objectives of the work to be performed under this 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 (technical POC). It is anticipated a Senior Biologist and field technician would complete the work in supporting the Environmental Conservation program. The Recipient shall work closely with the JBER technical POC throughout the duration of the project.

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

Task 3.1 - Kick-Off Meeting and Project Outline

Within the first quarter of the CA award, before beginning field work for the season, the Recipient shall schedule a kick-off meeting with the JBER technical POC, USACE POC, and the AFCEC POC to discuss the project and develop a project schedule to implement the SOW. At the kickoff meeting, the JBER technical POC will help identify areas of high land development priority, restoration potential, and natural resource management value and lean on technical expertise from the Recipient to further define priority sampling areas. The Recipient is responsible for all meeting minutes and distribution to all parties within ten (10) working days of the meeting.

Continued collaboration with the JBER technical POC shall 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 period of funding is wetland sampling sites that are readily accessible from the road system and designated within JBER Area Development Plans as the highest priority for development. Due to JBER mission and training prioritization schedules and access restrictions, implementation of field work activity/schedules may change, as agreed upon as necessary by the JBER technical POC.

Task 3.2 - Work Plan/Field Work Preparation

A work plan/sampling protocol shall be produced by the Recipient with the support of the JBER technical POC. 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 the JBER technical POC prior to initiating field work. The work plan will define the schedule for all required tasks and methods to complete the projects and required deliverables. The work plan will define the elements that will be included in the field season summary/report.

Prior to initiating field work, the Recipient shall develop the workplan by performing tabletop assessments of wetland areas at fine-scale resolution, building off recent USFWS wetlands maps that are limited to a resolution of five (5) acres. Tabletop assessments include denoting previously mapped wetland boundaries, vegetation signatures, soil maps, hydrologic and climactic conditions, and any other relevant wetland conditions. Tabletop assessments will include the most recent data available, including but not limited to, aerial imagery, lidar, and other maps and data that JBER has collected in the past year.

Task 3.3a - Primary Field Work

Field work and data collection shall be completed in accordance with the approved work plan. Field work will be conducted after June 15, since this is typically the portion of the growing season when the hydrology is relatively stabilized, and vegetation is most easily identifiable. Field work should be concluded by the first frost, typically in early September. All sites will be located, and data recorded electronically using a Trimble GPS (provided by 673 CES/CEIEC) and tablet. Photographic documentation of sample sites will be taken, and all data backed up daily. Plots will be marked in the field, within each hydrologic zone and sampled in accordance with the Transect Method described in the USACE 1987 Wetland Delineation Manual and Alaska Regional Supplement. Vegetation, soils, and hydrology will be sampled in accordance with the Manual and Supplement. All vegetation will be identified to species using nomenclature concurrent with the U.S. Department of Agriculture (USDA) Plants Database and the Alaska Regional Wetland Plant List (for Wetland Indicator Status). A comprehensive delineation of each wetland is not practicable and is not intended within the scope of this project.

Task 3.3b - Other Field Work

Due to JBER mission and training prioritization schedules and access restrictions, implementation of activity/schedules may change. If wetland sites are unavailable due to military training or weather/field conditions, Recipient may assist other Natural Resource program managers with other wetlands management, restoration, or enhancement work that may include locations on JBER not included in the current season's work plan. Field work and access schedules shall be coordinated with Range Control and the JBER technical POC.

Task 3.4 - Draft/Draft Final/Final Field Season Summaries

Post Field Season Summary/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.

Option Period 1 - If awarded, Option Period 1 will include all the components of Tasks 3.1-3.4 and will target wetland 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 shall be coordinated through 11 Airborne (ABN) Range Control.

Option Period 2 - If awarded, Option Period 2 will include all the components of Tasks 3.1-3.4 and will target wetland 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 shall be 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 CA award and shall discuss the project, deliverables, 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 USACE POC for concurrence. The Recipient is responsible for all meeting minutes and distribution to all parties within ten (10) working days of the meeting.

4.2 Reporting Requirements:

Work Plan/Field Work 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 the JBER-Natural Resource Manager prior to initiating field work. 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 technical POC for review and comment prior to 1 June of the applicable field season. The Government shall be afforded a 14-calendar day 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 GO prior to any action being taken. Final work plan is due 20 calendar days after receiving comments from the JBER technical POC.

Post Field Season Summary/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 field season and develop a draft post field season summary/report. 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.

The draft field summary/report documenting the project data and results shall be submitted to the Government within 120 calendar days of field work completion. The Government shall be afforded a 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 (1) set of all field notes and/or field data forms, photos, Global Positioning System (GPS) and Geographic Information System (GIS) data shall be submitted digitally alongside the final post field season summary/report to the JBER technical POC within 30 days of receiving comments. Spatial data requirements are detailed in section 7 of the SOW.

All reports are required to be in electronic format. The final report(s) shall 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:

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

| Deliverable Title | Submission Schedule |
|--|--|
| <ul style="list-style-type: none"> • Draft Work Plan (deliverable A) • Final Work Plan (deliverable A1) | Deliverable A: Must be provided to the JBER technical POC for review and comment prior to 1 June of the applicable field season Deliverables A1: Within 20 calendar days of receiving comments from the JBER technical POC |
| <ul style="list-style-type: none"> • Draft Post Field Season Summary/Report (deliverable B) • Final Post Field Season Summary/Report (deliverable B1) • GIS shapefiles (deliverable B2) | Deliverable B: Within calendar 120 days of field work completion Deliverable B1: Within 30 calendar days of receiving comments from the JBER technical POC Deliverable B2: Within 120 calendar days of field work completion |

Specific Deliverables:

1. The final work plan must be submitted within 20 calendar days of beginning field work for that season.
2. Draft Post Field Season Summary/Report describing tasks accomplished, preliminary data analysis, and maps of wetland sampling points. Summary must be submitted to the JBER POC within 120 calendar days of completion of field work.
3. All field forms/notes in hard copy and digital format

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 field work 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. Recipient(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 SOW. In addition, travel, in and around JBER and the surrounding Anchorage area, 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 shall 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 shall return all issued US Government Common Access Cards (CAC), installation badges, and/or access passes to the Government Representative when the agreement is completed or when a Recipient employee no longer requires access to the installation or facility.

6.0 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 sign-up 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 field work support (field work support only if JBER personnel are available)

7.0 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 shall be submitted electronically using Environmental Systems Research Institute's (ESRI) compatible GIS format. Any government issued GPS/sensitive equipment shall 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 shall 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 shall be accurate enough to ensure reasonable accuracy on large scale maps. The collected data shall 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).

8.0 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 shall 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 field work 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 POC listed below. Correspondence should be addressed as follows:

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

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

8.2 Coordination with USACE POC

The USACE GOR and POC for Project Management is Ms. Kathryn (Katie) Russell. Cooperative agreement questions should be addressed to the GO, Tammy Davis.

Katie Russell
U.S. Army Corps of Engineers
Environment & Special Projects Branch
ATTN: CEPOA-PME

P.O. Box 6898
JBER, AK 99506-0898
Phone: (907) 753-2535
Email: kathryn.russell@usace.army.mil

Tammy Davis
U.S. Army Corps of Engineers
Contracting Division
ATTN: CEPOA-CT
P.O. Box 6898
JBER, AK 99506-0898
Phone: (907) 753-5592
Email: tammy.davis@usace.army.mil

8.3 Authority

The USACE GO is the only person with the authority to act as agent of the Government under this CA.

Only the Grants Officer has authority to:

- (1) Direct or negotiate any changes in the SOW 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 agreement.

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

The Government shall conduct periodic inspections of the Recipient's work to determine compliance with the requirements of this CA. The USACE GO and/or GOR will notify the Recipient of any work that is determined to be noncompliant with the CA requirements. The Recipient shall take immediate corrective action after receipt of such notice. The USACE GO may issue an order stopping all or part of the work until satisfactory corrective actions have been taken.

8.4 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.

8.5 Sharing of Information

All reports and data generated under this CA are the property of the Government and distribution by the Recipient to any source, unless previously authorized by the USACE POC 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 CA. If approached by the news media, the Recipient shall refer them to the GO 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 for review and comment at least 60 calendar days prior to any such release. If no response is received within 30 calendar days of the date submitted, it will be conclusively presumed that that publication and/or dissemination may proceed without delay. If the USACE POC or Technical POC determines that proposed publication and/or dissemination contains confidential and/or classified information, it shall 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 reasons.

9.0 PERIOD OF PERFORMANCE AND OPTION PERIODS

This SOW includes a base period for the tasks outlined in this SOW and two (2) additional option periods, dependent on funding.

Tasks 3.1, 3.2, 3.3, and 3.4 Mgt, Wetlands/Floodplains

1. Base Period - period of performance is 18 months from date of award.
2. Option Period One (1) - period of performance 18 months from date of award.
3. Option Period Two (2) - period of performance 18 months from date of award.

Section II: Award Information

This Funding Opportunity Announcement is for a competed, potentially multiyear, cooperative agreement. The period of performance is 18 months from date of award with the option for two (2) additional 18-month option periods to be exercised subject to availability of funding and at the Government's discretion. This does not obligate the Government to extend this agreement beyond the initial 18-month period of performance. The total Project Cost Ceiling for the base period of performance is \$45,000.00. Provide proposed cost information for the base and each option period. The Government will have substantive involvement throughout the execution of this requirement.

Announcement Issue Date: 12 April 2024

Application Due Date: 13 May 2024

Estimated Award Date: On or About 20 May 2024

Section III: Eligibility Information

1. Eligible Applicants – Open to all that meet the criteria of this announcement. Award shall be limited to States, local governments, Indian tribes, non-governmental organizations, and individuals, pursuant to the authority of 16 U.S.C. 670c-1(a).
2. Cost Sharing – This action will be 100% funded by USACE.
3. Other Information – None noted.

Section IV: Application and Submission Information

1. Address to Request Application Package:

The complete Funding Opportunity Announcement, application forms, and instructions are available for download at Grants.gov. USACE is not responsible for any loss of internet connectivity or for an applicant's inability to access documents posted at the referenced website.

The administrative point of contact is the Grants Specialist, Casandra Hutchins, casandra.a.hutchins@usace.army.mil.

2. Content and Form of Application Submission

All mandatory forms and any applicable optional forms must be completed in accordance with the instructions on the forms and the additional instructions below.

- a. SF 424 - Application for Federal Assistance
- b. SF 424 A – Budget Information for Non-construction Programs
- c. SF 424 B – Assurances – Non-Construction Programs
- d. Program Narrative – Brief program description illustrating applicant's ability to meet the goals and objectives described in Section VI Scope of Work of this announcement.

3. Application shall be submitted **NO LATER THAN 13 May 2024; 2:00 PM (Alaska Time)** via email or through Grants.gov.

4. Submission Instructions

Applications may be submitted by email or via the internet through Grants.gov. Choose ONE (1) of the following submission methods:

Via Email: Format all documents to print on Letter (8 ½ x 11") paper. E-mail proposal to the Grants Specialist, Casandra Hutchins, at casandra.a.hutchins@usace.army.mil.

Via Grants.gov: Applicants are not required to submit proposals through Grants.gov. However, if applications are submitted via the internet, applicants are responsible for ensuring that their Grants.gov proposal submission is received in its entirety and within the date and time required. The Government bears no responsibility for data errors resulting from transmission of conversion processes associated with electronic submissions. The Government will bear no responsibility for delays in submissions due to technical difficulties at or with the Grants.gov website. All applicants choosing to use Grants.gov to submit proposals must be registered and have an account with Grants.gov. ***It may take up to three (3) weeks to complete Grants.gov registration.*** For more information on registration, go to <http://www.grants.gov/ForApplicants>.

Section V: Application Review Information

Offer Submission Evaluation Criteria and Basis of Award

Mgt, Wetlands/Floodplains Joint Base Elmendorf-Richardson, Alaska

April 2024

The Government will evaluate technical submissions in accordance with the criteria described herein and award a cooperative agreement to the responsible offeror whose submission is determined to represent the best overall value to the Government. The Government will not award a cooperative agreement to an offeror whose submission contains a deficiency.

The evaluation factors for this action are:

- Factor 1: Experience (most important technical factor)
- Factor 2: Technical Approach (2nd most important technical factor)
- Factor 3: Cost (3rd most important factor)

After listing submission strengths, weaknesses and deficiencies, the Government will assign an adjective rating of Outstanding, Good, Acceptable, Marginal, or Unacceptable to each technical factor which reflects the Government's confidence in each offeror's ability, as demonstrated in its submission, to perform the requirements stated in the Statement of Work (SOW). The adjectival ratings shall be assigned, using the following criteria, which incorporate a submission risk assessment:

| Adjectival Rating | Description |
|--------------------------|--|
| Outstanding | Submission indicates an exceptional approach and understanding of the requirements and contains multiple strengths. |
| Good | Submission indicates a thorough approach and understanding of the requirements and contains at least one (1) strength. |
| Acceptable | Submission indicates an adequate approach and understanding of the requirements. |
| Marginal | Submission has not demonstrated an adequate approach and understanding of the requirements or contains an element of risk. |
| Unacceptable | Submission does not meet requirements of the solicitation and, thus, contains one (1) or more deficiencies and is unawardable. |

OFFER EVALUATION AND SELECTION CRITERIA

Each offeror shall be evaluated in accordance with the selection criteria below. The selection criteria are listed in descending order of importance.

Factor 1 Experience

The offeror shall demonstrate prior project experience relevant to the attached SOW, completed within the last five (5) years of this Funding Opportunity Announcement, and other qualifications and technical competence in all of the following areas:

1. Experience supporting Department of Defense (DOD) natural resource management programs involving wetlands and floodplains management. Offeror(s) may receive greater consideration for previous experience partnering with the Government in an aforementioned capacity.
2. Experience collecting and evaluating wetlands and floodplains data using both Geographic Information System (GIS) and field techniques to accurately identify boundaries.
3. Experience and understanding of assessing wetland areas, vegetation signatures, soil maps, hydrologic and climactic conditions as part of the conservation program.
4. Experience planning and managing time critical work, documentation, and recommendations, updating maps, logs, and data inventories, and producing final reports and GIS layers.
5. Experience coordinating natural resource data and other applicable data for geodatabase use in accordance with Spatial Data Standards for Facilities, Infrastructure, and Environment (SDSFIE).

The offeror shall provide examples of up to four (4) past projects of similar size, scope and complexity that best demonstrate the above qualifications. Submit projects that are at least 50% complete or were completed within the past five (5) years. The example project summaries shall be limited to one (1) page each. The example project summaries shall identify:

- Title/Subject
- Location
- Duration
- Brief description
- Roles and work self-performed
- Date project began and if completed
- Complexities or key accomplishments
- Client contact information

The Government will utilize the example project summaries to evaluate the capability and experience as a basis for comparing offerors to determine best value.

Factor 2 Technical Approach

The offeror shall provide a brief narrative of their technical approach and a milestone schedule. The narrative shall be no more than two (2) pages per main task and must include:

- A discussion of the technical approach to accomplish the SOW requirements, detailing number of hours anticipated to complete the project deliverables.
- A discussion of the quality assurance, quality control, and other technical activities that will be implemented to ensure that quality data are collected to support project data quality objectives.
- A discussion of applicable regulatory requirements and how project requirements will be implemented.
- A discussion of all assumptions. The inclusion of numerous assumptions that significantly “assume away” offeror risk regarding major issues or problems that may be encountered on the project will be considered unacceptable.

The offeror shall also provide an organizational chart with the proposed project team with defined roles, responsibilities, and lines of communication for all key personnel and sub-recipients. The evaluation standard has been met when the offeror demonstrates an understanding of the work that adequately addresses the task requirements. The Government will review, evaluate, and compare the technical approach documentation received from each offeror to determine best value.

Factor 3 Cost

Provide proposed cost information to the Government for the base and each option period as this data must be reviewed and evaluated to aid in determining fairness, reasonableness, and best value. In accordance with Title 2 of the Code of Federal Regulations, non-Federal entities may not earn or keep any profit (or comparable fees) resulting from Federal Financial Assistance actions. Therefore, any offers that contain profit and/or fees will be excluded from consideration because the government cannot compensate for profit or fees on Federal Financial Assistance awards (i.e., Grants and Cooperative Agreements).

Allowable costs incurred by institutions of higher education are determined in accordance with the provision of OMB Circular A-21, "Cost Principles for Educational Institutions," ONR negotiated rates, and institutional policies. OMB's cost principles are contained in 2 CFR 200.400-.475 et seq.

Cost is considered less important than non-cost factors and will be evaluated for fairness and reasonableness, per OMB cost principles. If more than one (1) offer is rated as having equal non-cost factors, the lowest cost tender of the offers received would be granted as the preferred tender unless there are extraordinary reasons for not doing so.

Section VI: Award Administration Information

Reserved.

Section VII: Agency Contacts

Reserved.

Section VIII: Other Information

Reserved.

All questions or inquiries regarding this Funding Opportunity Announcement shall be directed to the agency contact(s) noted in Section IV.