

Mill Creek Natural Resources Training and Education  
Statement of Work FY 2024

**1. Programmatic Requirements**

**1.1. Scope of the Agreement**

The Government and the Recipient are bound to each other by a duty of good faith and best effort to achieve the goals of the agreement. This agreement is not intended to be, nor shall it be construed as, by implication or otherwise, a partnership, a corporation, or other business organization.

Statement of Work

The U.S. Army Corps of Engineers, Walla Walla District, Mill Creek Project (Mill Creek Project) develops and operates water resources and public lands within their jurisdictions. The goal of this cooperative agreement is to implement creative stewardship techniques and effect accomplishments within its recreational, environmental, and dam safety missions and provide a specific opportunity to further training and education opportunities. It represents an opportunity to further the Corps' national organization objectives for interpretive service, community outreach, and partnerships.

The purpose of this agreement is to provide job training/experience for college age youth interested in working in the natural resources field.

Mill Creek Project proposes to have three-time frames of work to be performed. The first week is mid-May where trails will be repaired and made ready for the summer season. The second week is the week of 22 July where invasive species will be removed. The third week is the last of October where trees and shrubs will be planted and/or invasive shrubs and trees removed.

**1.1.1 EDUCATION AND STEWARDSHIP OBJECTIVES:**

The Corps is engaged in diverse opportunities enabling work in a resource oriented environment and acquisition of strong ethics regarding proper management and use of public land resources. By utilizing these opportunities participants will receive technical, applied, and practical job training/skills and education otherwise not available.

Work projects may include maintenance services on Corps lands consisting of but not limited to, park maintenance, vegetation management, landscaping, prescribed burning, and flood risk reduction. Specific sites where work may be conducted include: lands and waters managed by Mill Creek.

Each specific project proposed under this Agreement will be individually evaluated by both parties to make certain that it meets the education and stewardship objectives set forth herein, and that it will not displace any government workers nor impair existing contracts for service.

**1.1.2 BENEFITS:**

Training future members of the natural resources community so that they will have the experience necessary to complete their education. The recipient will benefit by learning outdoor ethics and work skills. They will gain exposure to tasks that benefit

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the environment and aid in improving public lands. The recipient may take advantage of resource opportunities available only under a cooperative agreement.

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**2. OBLIGATION OF THE PARTIES:**

2.1. The Recipient will:

- Recruit, select, enroll, and train, eligible participants and refer appropriate participants to the Corps in accordance with available funds, Federal regulations, Equal Employment Opportunity Laws, needs of participants, and the terms of this Agreement. Enrollees shall be at least 18 years of age.
- Indemnify the Corps against any liability for damage to life or property arising from the actions or omissions of Recipient's employees, contractors, or agents. Such protection from damages may be provided by commercial insurance or self-insurance. The Corps shall be liable for its actions and omissions in accordance with the Federal Tort Claims Act, as applicable.
- Reserve the right to terminate or reassign enrollees to other activities in accordance with the enrollee's program objectives. Reasonable notice of reassignments will be provided to the Corps.
- Provide crews available for scheduling year-round work at mutually agreed times.
- Provide a supervisor to direct work who will be responsible for all supervision, safety, to include safety briefings, and discipline of participants assigned to scopes of work under this agreement.
- Assure participants are fully trained and that training accomplishment is documented for each participant under this agreement. These records shall be available to the Corps for review.
- Ensure that each enrollee is properly equipped and dressed for work to be accomplished. This will include a work jacket, work shirt, work trousers, hard hat, gloves, and a pair of laced safety work boots, if required.
- Perform work in accordance with EM 385-1-1, "U.S. Army Corps of Engineers Safety and Health Requirements Manual," and FED-OSHA regulations. EM 385-1-1 can be down-loaded from:  
<http://www.usace.army.mil/Safety-and-Occupational-Health/Safety-and-Health-Requirements-Manual/>.
- Arrange for transportation to and from work sites, ensure participants bring food and water as required for rest breaks, and provide for first aid and other customary supervisory care of the participants at the work sites.
- Provide basic hand tools such as shovels, loppers, hand saws, wheelbarrows, rakes, etc.
- Provide basic gas powered tools such as string trimmers, hedge trimmers, chainsaws, etc. and associated training with these tools.
- Provide applicable Personal Protection Equipment (PPE) for recipient supplied tools.
- Ensure that all tools and equipment provided by the Corps are returned to the Corps in a like condition as when loaned, except for normal wear

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and tear.

- Act in conformance with State and Federal laws and regulations pertaining to Wage and Hours, Equal Employment Opportunity, Civil Rights, and Child Labor.

2.2. The Mill Creek Office will:

- Submit project information in support of scopes of work, including objectives and locations, diagrams, specifications, location maps, schedules and other required details.
- Supply sufficient materials as applicable, heavy equipment and special tools not provided by the recipient including additional required personal protective equipment, or special labor support, as required to perform each scope of work.
- Ensure there is sufficient work to productively occupy the enrollees during scheduled work hours.
- Assign a Mill Creek employee to serve as a point of contact (POC) and resource advisor for the duration of this scope of work, to provide technical assistance to the crew supervisor, provide specific task instruction, instructions on the proper use of tools and materials, demonstrate task completion, and otherwise engage and encourage the work crew.
- Coordinate work schedules to accommodate participation in education, vocational training, counseling, or related activities.

2.3. Performance Reports

Recipient shall submit performance progress reports and financial reports monthly (in the months when work occurs). Report shall contain a narrative of work performed during the season and detail how goals and objectives were met.

2.4. Modifications

2.4.1. Modifications to this agreement may be proposed by either party, but neither party shall implement a change until the change has been negotiated and approved by the Government's Grants Officer. Change proposals shall be submitted in writing and shall detail the technical, schedule, and financial impacts of the proposed modification. Only the Grants Officer has the authority to act on behalf of the Government to change this agreement.

2.4.2. Revision of budget/program plans: Recipient shall request prior approval for plan changes in accordance with 2 CFR 200.308.

2.4.3. The Grants Officer may unilaterally issue modifications for minor or administrative matters, such as changes in key personnel, paying office, etc.

2.5. Subawards

2.5.1. The Recipient shall apply to each subaward the administrative requirements of 2

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CFR 200 applicable to the particular type of subrecipient.

2.5.2. Recipients awarding contracts under this agreement shall assure that contracts awarded contain, at a minimum, the provisions in Appendix B to DoDGARS Part 22.

2.6. Procurement

The Recipient's systems for acquiring goods and services under this agreement shall comply with 2 CFR 200.