



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

**REQUEST FOR STATEMENTS OF INTEREST**  
**NUMBER W9126G-19-2-SOI-5041**  
**PROJECT TO BE INITIATED IN 2021**

***Applicants must be a member in one of the Cooperative Ecosystem Studies Units (CESU):***  
**Gulf Coast, Desert Southwest & Great Plains CEU Regions**

**Project Title:** NRHP Inventory and Assessment of Buildings on Fort Hood

Responses to this Request for Statements of Interest will be used to identify potential investigators for a project to be funded by Fort Hood which provides professional and technical support for its Cultural Resource Programs in order to meet federal, state, and local regulatory mandates. Approximately \$125,000 is expected to be available to support this project.

**Background:**

Fort Hood was established in 1942 and through the years has supported many military readiness training missions. Fort Hood and its adjacent lands are rich with a wide variety of cultural and archeological resources. In order to meet cultural resource regulatory mandates, the Fort Hood Installation requires assessments of approximately 229 buildings and structures that were constructed between 1953 and 1976 to be assessed in accordance with the National Historic Preservation Act to determine historic significance.

**Type of Award:**

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.

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 federal partner and the nonfederal partner when carrying out the activities specified in the project agreement. The exact nature of the government's involvement will be defined in the statement of objectives, issued with a request for full proposal.

As a result, it is anticipated that a cooperative agreement through the CESU program will be awarded. Such awards may be administered through a CESU only upon mutual agreement and official authorization by both parties of the acceptance of the application of the CESU Network IDC rate (17.5%).

Note: Must be a non-federal partner and belong to one of the following CESU Units to be qualified and considered: Gulf Coast, Desert Southwest, or Great Plains.

**Brief Description of Anticipated Work:**

In order to perform this work successfully, the cooperator must have capabilities to support on site goals and objectives at Fort Hood. Recipient will be required to meet professional standards and qualifications as set forth in 36 CFR 61, the Secretary of the Interior’s Standards and Guidelines for Archeology and Historic Preservation. Prefer previous experience documenting twentieth century military architecture including World War II and Cold War-era facilities.

Goals and Objectives

Evaluate approximately 229 buildings and structures that are 45 years or older to complete an inventory of data required to determine historic significance and to prepare a technical report of findings that will support coordination with regulators to determine structures that may be eligible for the National Register of Historic Sites.

**Period of Performance.** The period of performance will be 18 months from the date of award.

**Materials Requested for Statement of Interest/Qualifications:**

Please provide the following via e-mail attachment to:

[Sandra.justman@usace.army.mil](mailto:Sandra.justman@usace.army.mil)  
and  
[kathy.s.mitchell@usace.army.mil](mailto:kathy.s.mitchell@usace.army.mil)

(Maximum length: 2 pages, single-spaced 12 pt. font).

1. Name, Organization, Cage Code, Duns number, and Contact Information
2. Brief Statement of Qualifications (including):
  - a. Biographical Sketch,
  - b. Relevant past projects and clients with brief descriptions of these projects,
  - c. Staff, faculty or students available to work on this project and their areas of expertise,
  - d. Any brief description of capabilities to successfully complete the project you may wish to add (e.g. equipment, laboratory facilities, greenhouse facilities, field facilities, etc.).

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

**Review of Statements Received:** All statements of interest received will be evaluated by a board comprised of one or more people at the receiving installation or activity, who will determine which statement(s) best meet the program objectives. Based on a review of the Statements of Interest received, an investigator or investigators will be invited to prepare a full study proposal. Statements will be evaluated based on the investigator's specific experience and capabilities in areas related to the study requirements.

**Please send responses or direct questions to:**

[Sandra Justman](#)

Grants Specialist

USACE Ft. Worth District

[Sandra.justman@usace.army.mil](mailto:Sandra.justman@usace.army.mil)

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Kathy Mitchell

Project Manager

USACE Ft. Worth District

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**Timeline for Review of Statements of Interest:** The RSOI is required to be posted for at least 30 days prior to the Government making a decision and requesting full proposals. Responses due by **19 AUGUST 2021.**

[End of RSOI]

## **STATEMENT OF OBJECTIVES for**

### **National Register of Historic Places (NRHP) Inventory and Assessment of Buildings on Fort Hood**

#### **1.0 Purpose**

1.1 The Fort Hood 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 an onsite support personnel at Fort Hood. This scope of work includes an inventory and assessments of 229 built resources that are 45 years of age or older. An evaluation of significance regarding the National Historic Preservation Act will be conducted in conjunction with the inventory to the maximum extent possible.

#### **2.0 Authority**

2.1 In accordance and agreement with the above stated goals, using 10 U.S.C. § 2684, the recipient/cooperator agrees to provide the necessary personnel to execute technical tasks and activities per Army Regulation 200-1. The efforts under this agreement must be conducted in a manner that is conducive toward mandates and guidelines of the National Historical Preservation Act of 1966; Historic Properties Component (HPC) among the U.S. Army, the Advisory Council on Historic Preservation, and the State Historic Preservation Officer of Texas and other guidance applicable to the Army Cultural Resources Management Program. This includes but is not limited to the following:

- AR 200-1 Environmental Protection and Enhancement
- 16 USC 470-470w, National Historic Preservation Act (NHPA)
- EO 11593, Protection and Enhancement of the Cultural Environment

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- 36 CFR 63, Determinations of Eligibility for Inclusion in the National Register of Historic Places
- 36 CFR 800, Protection of Historic Properties
- 69 FR 20576-20588 Army Alternate Procedures, Fort Hood Historic Properties Component
- Secretary of the Interior's Standards and Guidelines for Architectural and Engineering Documentation: HABS/HAER Standards

**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 CESU 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

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- 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:
  - Providing computing services
  - Providing staff time to work on the project

### **3.0 DESCRIPTION OF OBJECTIVES**

#### **3.1 Task 1 Built Resource Inventory and Evaluation**

Approximately 229 buildings and structures shall be evaluated (**see accompanying spreadsheet**). The buildings and structures to be evaluated were constructed between 1953 and 1976. Motor pools on Fort Hood are repetitive in layout, style, function, and contain duplicate building types. When evaluating buildings in motor pools it is acceptable to conduct a sample inventory of each repetitive building type. When this occurs, a list should be provided that shows all buildings that fall under repetitive designs with associated NRHP determinations.

##### **3.1.1 Literature Review**

Conduct a literature review of unclassified documents relating to the history and/or architecture of the buildings and structures included in this SOW. This task will include a review of historic documents, maps, photographs, CAD files, architectural files, newspaper clippings, etc. both at Fort Hood and other local/regional locations as determined by the project personnel and the Fort Hood POC.

##### **3.1.2 NRHP Documentation**

Documentation shall be performed in accordance with 36 CFR 60 and U.S. Department of the Interior, National Park Service, and National Register Bulletin #15 – *How to Apply the National Register Criteria for Evaluation*. Recommendations regarding NRHP eligibility of each building and structure relating to this SOW will be prepared. The report shall include documentation of each resource to substantiate NRHP recommendations for submission to the Fort Hood POC.

##### **3.1.2.1 Documentation**

Documentation shall be consistent with previous Fort Hood building inventory and evaluation reports. Copies of these reports can be provided upon request. Documentation shall also meet the Texas SHPO guidelines and include applicable forms. Each inventoried built resource should at

least have: building number keyed to a location map; construction date; paragraph briefly addressing its historical associations/context, and evaluating its eligibility to the NRHP as an individual property and as a member of a potential or NRHP-listed historic district; a minimum of two photographs of each building or structure. If a built resource is recommended eligible for NRHP: multiple photographs should be taken documenting its stylistic influence/form and its relationship with its surroundings. An executive summary addressing management-oriented issues in direct language that avoids jargon and a one-page abstract directed at professional architectural historians are also required. The first page of each printed report shall reproduce a completed DD Form 298 (Report Documentation Page). A copy of that form and instructions for its completion will be furnished to the project personnel. Descriptive data may be included as a separately bound appendix (data compendium) or as a CD insert.

#### **4.0 Professional standards**

**4.1** All activities performed under this SOW will be conducted under the direct supervision of personnel who meet the applicable professional qualifications as set forth in 36 CFR 61, the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation. All activities performed under this SOW are conducted under the direct supervision of personnel demonstrating previous experience documenting twentieth-century military architecture with preference given to previous specialized experience documenting World War II– and Cold War–era military facilities.

#### **5.0 Clearances/Schedule of Work**

**5.1** A security clearance is not required for project personnel. The personnel shall comply with all Installation security requirements. At least 5 days before beginning performance, the project personnel shall submit to the Fort Hood Technical Point of Contact (Fort Hood POC) a listing of all personnel who will be on Fort Hood during the course of this SOW. Fort Hood will provide right of entry access to archival materials and Killeen Base.

A work plan and schedule will be developed by project personnel and submitted to the Fort Hood POC prior to fieldwork. Fieldwork shall begin no later than 90 days after award of the project or as soon as weather and

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schedules permit. Delays may be encountered due to the training schedule and will need to be coordinated with the Fort Hood POC. The draft report shall be submitted no later than 90 days after fieldwork and the literature review is complete. The final report shall be submitted no later than 60 days after the Fort Hood POC provides the project personnel with written comments on the draft report. Period of Performance shall begin once the project is awarded and shall be completed one year after award.

## **6.0 Government Furnished Property**

**6.1** (1) Location map of project area. (2) Listing of buildings and structures with facility numbers to be evaluated along with approximate or specific locations. (3) Access to records stored at Fort Hood, including architectural files and Geographic Information System (GIS) data. (4) Other property as deemed appropriate by the Fort Hood POC and at the request of project personnel.

## **7.0 Project Personnel Furnished Items**

**7.1** The project personnel shall provide all other personnel, supplies, and equipment necessary to conduct the building inventories/assessments and prepare the deliverables.

## **8.0 PERIOD OF PERFORMANCE**

**8.1** The period of performance for this effort will be 18 months from the date of award.

## **9.0 COORDINATION**

USACE Fort Worth District POC  
Kathy Mitchell  
817 886-1709  
kathy.s.mitchell@usace.army.mil

Richard Jones, Cultural Resource Manager, Fort Hood, Texas  
(richard.s.jones.civ@mail.mil) (phone: 254-288-0427).

Sunny Wood, Archeologist (curation and fieldwork coordination), Fort Hood, Texas (sunny.a.wood.civ@mail.mil) (phone: 254-287-2633 office, 254-535-0850 cell).

## **10.0 Deliverables**

**10.1** Work Plan described in section 5.1 above

**10.2 Status Reports** - The cooperator shall provide the Fort Hood POC with either verbal or written status reports by the last day of each month stating the project personnel's activities during the month and description of activities scheduled for the upcoming month. Electronic mail communication is preferred.

**10.2.1 Progress Reports for Invoicing** -The cooperator shall provide quarterly progress reports each quarter with accompanying invoice. The cooperator may combine the 3 monthly status reports from above for each quarter to provide the required quarterly progress report to the USACE. A quarterly report must be submitted each quarter even if the cooperator doesn't plan to submit an invoice for that quarterly period. These reports and invoices are to be submitted via email to the USACE CESU post award .email box ([ceswf-cesu-invoice@usace.army.mil](mailto:ceswf-cesu-invoice@usace.army.mil)).

**10.3 Draft Technical Reports** - Within 90 days after completion of the fieldwork and literature review, the project personnel shall provide the Fort Hood POC with one digital copy of the draft report for review. The draft report shall include the documentation outlined in 3.1.2.1.

**10.3.1 Final Draft Technical Report** - At the request of the Fort Hood POC, one digital copy of a final draft report incorporating the agreed changes and revisions shall be delivered to Fort Hood POC before printing the final research report. If changes to the draft report were minor, then specific pages of the report could be reprinted and submitted in order to reduce paper waste; this will be specifically negotiated with the Fort Hood POC.

**10.3.2 Courtesy SHPO Review of Draft Research Report**  
When the draft report has been found acceptable, it will be forwarded to the SHPO by the Fort Hood POC. Any changes to the report findings or wording changes suggested by the SHPO will be negotiated by the Fort Hood POC. Disagreements about the content, conclusions, or wording of the final report will be discussed at a prepublication conference between the Fort Hood POC and the Contactor.

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**10.4 Final Reports:** - Within 60 days after receiving final comments and reviews from the Fort Hood POC, the cooperator will revise the draft report, address all comments, and submit one (1) tagged digital copy in PDF file format. The final report shall include the documentation outlined in 3.1.2.1. Cooperator shall also provide a final technical report to the USACE with final invoice and required close out forms.

**10.5 Additional Documentation and Project Records** - Any additional documentation and project records not already in the possession of the Fort Hood POC shall be submitted to the Fort Hood POC at the conclusion of the project. When feasible all generated documentation and records should also be submitted in electronic or digital format. All photographic materials generated, and corresponding photographic logs shall be submitted to the Fort Hood POC.