



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

August 15, 2024

**REQUEST FOR STATEMENT OF INTEREST  
W9126G-24-2-SOI-4278**

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

Colorado Plateau / Desert Southwest CESU Regions

**Project Title:** Bat Surveys for Fort Carson and Pinon Canyon Maneuver Site in  
Colorado

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 **\$192,000** 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 16 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 and Follow-On Periods will each be 18 months from the date of award. Follow-on Periods are subject to 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, CESU Region, 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 **Noon, Central Time, on 13 September 2024.**
2. Submit your Statement of Interest via e-mail attachments or direct questions no later than 23 August 2024 to:

Sheri Vendemia  
Grants Specialist  
USACE, Fort Worth District  
Email: [cheryl.r.vendemia@usace.army.mil](mailto:cheryl.r.vendemia@usace.army.mil)  
Office: 817-253-3341

**and**

Brian Hesford, Project Manager  
USACE, Fort Worth District  
Email: [brian.d.hesford@usace.army.mil](mailto:brian.d.hesford@usace.army.mil)  
Office: 402-200-8268

**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:** RSOL'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  
ESA BAT ROOST DETERMINATION AND MONITORING  
FOR  
U.S. ARMY GARRISON FORT CARSON, COLORADO**

Cooperative Ecosystems Study Unit (CESU) Cooperative Agreement

**1. PURPOSE**

- 1.1. The United States Army Garrison (USAG) Fort Carson is responsible for conservation management on installation lands at Fort Carson (FC) and the Piñon Canyon Maneuver Site (PCMS) in Colorado. The PCMS is included as part of FC and will be considered as FC in this document, except where PCMS is specifically mentioned. Article I B of the master agreement between USAG and CESU 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. The objective of the work to be performed under this cooperative agreement is to provide natural resources support to the Fort Carson Environmental Division for natural resources management.
- 1.3. Natural resource tasks associated with this Cooperative Agreement (CA) include conducting bat surveys at Fort Carson and PCMS, focused on the tricolored bat (*Perimyotis subflavus*; PESU), which is pending federal endangered listing in late 2024, the little brown bat (*Myotis lucifugus*; MYLU) which is petitioned and under Endangered Species Act (ESA) federal review, and the hoary bat (*Lasiurus cinereus*; LACI) which is also being considered for listing. All species have been recorded at FC and PCMS, with little brown bats more numerous at FC, tricolored bats more numerous at PCMS, and records of potential hoary bat at all sampling locations at both installation sites. The work will primarily be located at PCMS and will focus on the tricolored bat due to pending ESA listing.

These three species are threatened by white-nose syndrome (WNS), a disease caused by the fungus *Pseudogymnoascus destructans* which affects hibernating bats and has killed millions of bats in North America. The fungus was recently discovered for the first time in Colorado, at a location in Bent County that is less than 30 miles from PCMS and less than 80 miles from FC. Additional locations of the fungus were confirmed soon after in Boulder, Baca, Larimer, and Routt Counties. On March 29, 2023, an adult female Yuma bat (*Myotis yumanensis*) found in Bent County was confirmed positive with WNS

infection and characteristic wing lesions. WNS sampling and testing is an optional task at FC and PCMS as part of the monitoring for this project.

Hoary bats have also been recorded and captured at both installations. Recordings with the greatest activity were noted at two locations on Fort Carson, and three locations on PCMS. Hoary bats and Mexican free-tailed bats (*Tadarida brasiliensis*; TABR) sound very similar, therefore recordings are generally lumped together because their calls are difficult to differentiate. This should be a consideration when reviewing data from the acoustical monitoring that was completed as part of the previously mentioned bat baseline survey. LACI were captured at three locations on Fort Carson and one location on PCMS. A post-lactating female and sub-adult female were captured at PCMS and a reproductive male on Fort Carson.

The purpose of these continuing surveys is to locate maternity colonies and hibernacula of the three species on both Fort Carson and the PCMS, to better inform future management and ensure compliance with the ESA should these species be listed. Surveys and sampling will also help to track the health of species by determining whether bats on Fort Carson are infected with WNS.

Work conducted under this cooperative agreement must be in accordance with 16 U.S.C. 670c-1, Cooperative and Interagency Agreements for Land Management on Installations. In accordance with its mission, USAG must comply with federal laws, including the National Historic Preservation Act of 1966, as amended [54 United States Code (U.S.C.) § 300101 et seq.], National Environmental Policy Act of 1969 (42 U.S.C § 4321 et seq.); Archaeological and Historical Protection Act of 1974, as amended (16 U.S.C. §§469-469c-2); Archaeological Resources Protection Act (16 U.S.C §§ 470aa-470mm); Native American Graves and Repatriation Act (25 U.S.C §§3001-3013); other cultural resource-related legislation, executive orders, and presidential memoranda; all implementing regulations; DoD directives, instructions, policy, and guidance; and U.S. Army regulations, policy, and guidance. In addition, USAG must abide by State of Colorado methods, standards, and guidelines for cultural resources work.

## 2. AUTHORITY

### **Authority to enter into a Cooperative Agreement (CA) for the work: Section 670c-1, Title 16 United States Code, Sikes Act.**

2.1. This project will be awarded under the authority of 16 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.

2.2 In accordance with section 6305 – 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/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:

- Involved in development of study methodology, data gathering, analysis, and/or report writing.
- Actively participates and collaborates in carrying out the project plan of work, reviews and approves activities, helps train or select project staff or trainees.
- Coordinate research activities with other installation entities and scheduling of range time.
- Technical assistance and guidance.
- Participation in status meetings including kick off meeting and weekly, monthly, and quarterly project update meetings.

### 3. DESCRIPTION OF OBJECTIVES

The objective of this cooperative agreement is to provide natural resources support to the Fort Carson Conservation Branch via conducting bat surveys at FC and the PCMS, focused on the tricolored bat, little brown bat, and hoary bat. All survey areas included under this project are located on FC and the PCMS. A preliminary presentation and data gathering meeting shall be scheduled prior to field work. A work conference shall be scheduled to prepare for field work and deliver any Government furnished materials. Specific netting locations, as well as acoustic box locations for potential option task will be provided at a work conference following initial preliminary data gathering and monitoring. The results from the preliminary bat baseline survey conducted from 2019-2021 on FC and PCMS can be used to focus in on where work will occur.

#### 3.1. Summary of Tasks

3.1.1. Bat capture and telemetry (Required): Bat netting/capture shall take place at previous acoustic sites determined to have MYLU, PESU and/or LACI activity. Capture events shall be timed to coincide with times of peak activity as determined by historic and any newly collected acoustic data. Telemetry shall be used to determine foraging locations and roost sites of MYLU, PESU and LACI. All bats captured (regardless of species) shall be sampled for the presence of WNS if optional Task 4 is awarded.

3.1.2. Acoustic monitoring (optional): Acoustic recording devices shall be deployed at FC and PCMS in areas where MYLU, PESU and LACI were previously detected, and potentially in new areas that are identified as potential high-quality habitat. Previous locations will be provided to the cooperator, as well as any available GIS layers that may help with selection of new sites. Results from these acoustic detectors will inform placement and intensity of subsequent capture and telemetry efforts.

3.1.3 PIT tagging study (optional): If roost sites of MYLU, PESU and/or LACI are located, additional capture surveys shall be conducted at these roost locations. At these roost sites, individual bats shall be captured and implanted with PIT tags to determine seasonal activity patterns and roost type.

3.1.4 WNS sampling (optional): Swabs of bats will be taken and sent to a WNS certified lab to determine if WNS is present/absent. Bat guano, sediment, or environmental substrate will also be sampled at hibernaculum, maternity, and roosting sites and submitted to a WNS certified lab.

## 3.2. TASKS

The specifics of each task are provided in this section. All field work will be completed between April and September, but acoustic monitoring can occur throughout the year, dependent on the ability of the recording boxes, and as determined between Recipient and Fort Carson Conservation Branch, Fort Carson Directorate of Public Works FC DPW).

### **TASK 1**

#### Bat capture and telemetry

Capture surveys will be conducted at times and locations of peak activity as determined by acoustic data. If acoustic activity is consistent throughout the field season, capture surveys shall be conducted during at least once during each of the four reproductive stages; gravid (June), lactation (July), volancy (August), and swarming (September/October). If a capture session is scheduled and the weather ends up being not conducive to mist-netting (e.g., excessively cold or rainy), it is the responsibility of the Cooperator to reschedule the session when weather is more conducive (e.g. warm, no excessive winds, and no rain).

A minimum of 4 – 10 individual MYLU and PESU will be fitted with a 0.3 g VHF transmitter. This size transmitter will allow for attachment to any bat weighing 8.5 g or heavier and will allow for 21 days of transmitting. Once the VHF transmitters are attached, the Recipient will triangulate bat locations in an attempt to locate roost sites. The Recipient will provide all telemetry equipment. If hoary bats (*Lasiurus cinereus*;

LACI) are captured as part of the surveys, these bats will also be fitted and tracked if transmitters are available.

Regardless of species, all captured bats will be processed. At a minimum, information collected will include species, weight, standard morphometric measurements, age, sex, and reproductive status. Each captured bat will be photographed with a georeferenced photo. If Task 4 is activated, each bat will also be examined for the presence of WNS. Capture locations should be focused in the Purgatoire Hills, Canyons, Piedmont Plains and Tablelands where the majority of PESU and MYLU have been recorded.

### 3.3. OPTIONAL TASKS

#### **TASK 2**

##### Acoustic monitoring

At PCMS at least five recording locations will be deployed, at the locations where MYLU, PESU and/or LACI were previously detected. Additional locations may be appropriate if the cooperator identifies areas of high-quality habitat. At FC at least six recording locations will be deployed at locations where PESU were detected and at previous locations with the highest number of MYLU and/or LACI detected. Additional recording devices may be deployed at other historic locations or at new locations identified as high-quality habitat. Recording devices may be moved among years if no calls of focal species are detected.

Acoustic recording devices shall be equivalent to the capabilities of the Wildlife Acoustics Song Meter SM4 acoustic recorder to be consistent with recording equipment used in past surveys. Data will be downloaded monthly or as needed based on memory capacity of the equipment and bat call volume to not lose acoustic recording data. Fort Carson Department of Public Works will assist with support for some routine monthly data downloads. All downloaded data will be analyzed by the Recipient. The Recipient is responsible for maintaining and repairing any acoustic recording equipment as required during the Period of Performance.

#### **TASK 3**

##### PIT tagging

If roost sites of MYLU, PESU, and/or LACI are located, additional capture surveys shall be conducted at these roost locations. Captured bats that meet species, age, and weight criteria shall have Passive Integrated Transponder (PIT) tags inserted. Antennae systems will be deployed at roost entrances to determine seasonal activity patterns and roost type. Fort Carson has 45 PIT tags and 3 antennae available for use by the Recipient. Results from the PIT tag study will be used to determine seasonal activity patterns and roost type (maternity, bachelor, hibernacula, day, night, etc.). PIT tagging should be focused in areas of high bat concentration such as the Stone City Complex on Fort Carson.

#### **TASK 4**

##### WNS sampling

Swabs of sediments, guano, and environmental substrate will be collected at known hibernaculum, maternity, and roosting sites. A minimum of 45 samples will be taken

from each location. These samples will be sent to a WNS certified lab to determine if the areas are positive for WNS by analyzing the samples for the presence of the fungus (*Pseudogymnoascus destructans*) (Pd) DNA. Four locations will be sampled, two at Fort Carson and two at PCMS.

All bats captured during this project will be sampled for WNS. Swabs will be collected from captured bats and sent to a WNS certified lab to determine if these individuals have WNS. A minimum of 25 bats will be sampled per each of the four capture surveys. If there are less than 25 bats captured during a survey, two supplemental environmental samples will be collected for every sample not collected from a bat. No more than 45 total samples will be collected per each of the four capture surveys.

The Recipient will obtain testing kits from the USGS National Wildlife Health Center or Colorado State University Veterinary Diagnostic Lab or another approved WNS certified lab. The sampling protocol and proper handling procedures will follow guidelines for Non-lethal Sampling Methods for *Pseudogymnoascus destructans* (Pd) Surveillance prepared by USGS, National Wildlife Health Center (October 2013); updated November 22, 2022.

### 3.4. TIME SPECIFICATIONS

Project kickoff meeting: Will take place NLT 30 SEP 2024.

Bat Capture and Telemetry (Required): Capture and telemetry will start as soon as practicable after award and will occur in the spring, summer, or fall.

Acoustical monitoring (Optional): Deploy acoustical monitors no later than 60 days after optional task award.

PIT tagging (Optional): PIT tagging will start after optional task award and will occur in the spring, summer, or fall.

WNS sampling (Optional): WNS sampling will start after optional task award and will occur in the spring, summer, fall or when weather permits.

Draft report is due 90 days prior to end of period of performance. The draft report will be submitted to the Conservation Branch POC in the Environmental Division. Conservation Branch staff will provide comments and suggested edits to be incorporated into final report.

Final report with management recommendations is due 30 days prior to end of period of performance.

## 4. QUALIFICATIONS / REQUIREMENTS

### 4.1. Special Qualifications / Certifications



The Principal Investigator/PM will have a master's degree in biology or equivalent academic field and a minimum of 5 years' experience with natural resources support at military installations. All personnel participating in the survey work will be properly trained in identification of bat species that may occur in the project area. Personnel will also be properly trained in USFWS protocols of bat surveys and USGS sampling methods for WNS. Fort Carson staff may be available to assist with capture surveys, but the Recipient should not rely on FC staff to meet the minimum personnel fieldwork requirements.

#### 4.2. Safety and Permitting

All prudent safety requirements associated with handling bat species will be followed. The Recipient is responsible for applying for and attaining a Colorado Parks and Wildlife (CPW) Scientific Collection Permit and for adhering to all requirements of the permit.

#### 4.3. Accessibility / Security Requirements

Vicinity maps identifying the general area will be provided at a pre-work conference or as requested before conference. Specific site maps identifying units and road access will be available upon request. Access to work sites will be coordinated a minimum of three (3) weeks prior through FC DPW POC (listed in section 8.0 or as specified at a later time by FC DPW). However, Fort Carson Range Control will always be able to deny work site access, with little or no prior notice, to accommodate training requirements. Delays need to be reported to the FC DPW POC immediately. It is recommended that the Recipient call the FC DPW POC the day before planned work to confirm that access is still available. The FC DPW POC will report substantive delays to the USACE Project Manager, as they occur.

Personnel providing support under this cooperative agreement must have a current and valid vehicle registration, insurance, and a valid driver's license. The FC DPW POC will coordinate with the Recipient to provide personnel with temporary access to the installation via a Fort Carson Installation Access Control Card. Personnel will be subject to a rapid background check before being issued a temporary access card.

#### 4.4. Other General Information

U.S. Government records, copies of original results and reports, verified original data, corrected data, and corrected supporting final reports that are generated by the Recipient are considered to be the property of the U.S. Government.

### 5. GOVERNMENT FURNISHED MATERIALS OR PROPERTY

All Government-furnished items and services shall be utilized in strict performance of task-related duties and the Cooperator shall maintain policies that prohibit fraud and abuse.

#### 5.1. Services

The Government will provide all Fort Carson-specific training to personnel providing support under this cooperative agreement as required. The Government will provide the

Recipient authority to access all USAG Fort Carson-controlled, UNCLASSIFIED with a need-to-know, information needed to perform the required duties.

## 5.2. Materials

The Government will provide the Recipient with all the relevant data required to accomplish development of specific requirements and objectives described in the SOO and exhibits. The Government will provide:

- List of bat species known to occur on Fort Carson
- Information of previous detections of MYLU, PESU or LACI on Fort Carson, including type, location, time, and date of detections.
- GIS shapefiles showing previous locations of acoustic monitors and capture surveys.
- The final report from the most recent bat survey with associated data upon request.

## 5.3. Equipment

From previous acoustic work, Fort Carson has 19 weather-proof boxes and solar panels available for use. The Government will also provide 45 PIT tags and 3 antennas for Task 3.

## 6. RECIPIENT FURNISHED ITEMS / SERVICES

- The Recipient shall furnish all items required to perform this Statement of Objectives, other than those specifically listed as to be furnished by the Government. At a minimum the Recipient shall provide all acoustic recording devices and accessories, and all telemetry study equipment.
- Within 10 days of project award, and within five days after any changes, the Cooperator shall submit (to the designated Fort Carson POC) a list of personnel who will perform work under this project, and credentials held for each such person.

## 7. PERIOD OF PERFORMANCE

- 7.1 Base Period: The base period of performance is anticipated to be 18 months from the date of award; 12 months for technical work and 6 months for administrative work, such as completing reports.
- 7.2 Follow-on Periods: Pending availability of funds and Recipient performance, there will be up to six (6) follow-on periods. Each follow-on period of performance is anticipated to be 18 months (12 months technical + 6 months administrative), to begin 12 months after the start of the previous period of performance to allow continuous technical support.

## 8. COORDINATION

Roger Peyton, Conservation Branch Chief

Directorate of Public Works – Environmental Division  
USAG Fort Carson  
Phone: 719-524-5395  
Email: [roger.d.peyton.civ@mail.mil](mailto:roger.d.peyton.civ@mail.mil)

Richard Riddle, Wildlife Biologist  
Directorate of Public Works – Environmental Division  
USAG Fort Carson / PCMS  
Phone: 719-503-6538  
Email: [richard.r.riddle.civ@army.mil](mailto:richard.r.riddle.civ@army.mil)

USACE Project Manager  
Brian Hesford, Project Manager  
Cell: 402-200-8268  
[brian.d.hesford@usace.army.mil](mailto:brian.d.hesford@usace.army.mil)

## 9. DELIVERABLES

In addition to task specific deliverables, the following deliverables are required.

1. ArcGIS geodatabase containing location of all encountered bats. Attribute fields shall include, at a minimum, date/time of each capture (i.e., acoustically or in hand), UTM's of each capture, species of each capture, and type of methodology being employed for each capture.
2. ArcGIS geodatabase containing summary data for each capture (acoustically or in hand) survey. Attribute fields shall include, at a minimum, location surveyed, acoustic, net, or receiver surveyed, date of survey, duration of survey (minutes), number of bats encountered, and number of bat species encountered.
3. ArcGIS geodatabase containing summary data for each bat capture. Attribute fields shall include, at a minimum, date/time of capture, amount of time from initial encounter to capture, UTM's of capture, species, sex (if applicable), morphometric measurements, and photo IDs for photos taken.
4. ArcGIS geodatabase containing all telemetry points, home range polygons, and habitat modeling data, as applicable. Attribute fields for telemetry shall include, at a minimum, unique identification of bat, species, date/time of triangulation, and UTM's of each point. Habitat modeling attribute fields shall include, at a minimum, species, habitat classifications and other landscape variables, distance to and/or presence of water, and distance to capture point, if applicable. Maps for each species will be generated that identify important roosting areas and associated habitat (maternity, bachelor, hibernacula, day, night, etc.).
5. Jpeg files for all capture photos taken. Jpegs will be associated with a unique ID that will readily allow for association between photos and capture data.
6. Monthly Progress Reports and Site Visit Reports after every site visit at FC and/or the PCMS. Site visits are any visit to do bat work at FC and/or the PCMS (e.g., acoustic downloads, telemetry events, netting).
7. A final report summarizing all data collection and all data analyses. Report should follow the format of a peer-reviewed scientific manuscript (Introduction, Methods, Results, Discussion) and will include management recommendations.

The final report will also include recommendations for other studies including a climate change vulnerability assessment for the tricolored, little brown, and hoary bat. Copies of all raw data and computer-generated data and/or databases will be available upon request.

9.1. Quarterly Progress Reports (QPRs): The Recipient will provide the USACE Project Manager and USAG Fort Carson POCs quarterly progress reports. The QPRs shall include the status of deliverables, work completed, and projected work to be completed in the following quarter. Quarterly progress reports are required to be submitted with quarterly invoice submittals (see invoicing instructions below).

Format for the Final Report and Draft Report:

- Draft and Final versions are to be submitted to the FHL POC and USACE Project Manager in electronic form.
- The title page of the report must bear the date (month and year) the report was submitted, to whom the report was submitted, by whom the report was submitted, and under which cooperative agreement number the report was submitted.
- A single, complete bibliography shall list all sources and references consulted for both the body of the text and technical appendices required for special studies not specifically incorporated in the text of the report.

9.2. Format for Spatial Data: The Recipient will prepare maps and other graphics, as appropriate, to support the activities required under this SOO and include graphic documentation of sites, resources, and buildings, as appropriate, in the reports specified herein.

All products associated with this cooperative agreement that provide a map representation of the location of installation features (historic, existing, or planned) to include installation maps, site plans, area development plans, building exterior as-built descriptions, or other related overhead (plan) views of the installation (partial or entire) must adhere to the following requirements. (NOTE: This requirement does not currently involve interior floor plans or interior renderings.)

- All maps and associated data must comply with the latest version of Spatial Data Standards for Facilities, Infrastructure, and Environment (SDSFIE) available from the SDSFIE website: <http://www.sdsfie.org/>. These data will be organized using the current version of the standard approved by the Army's Installation Geospatial Information & Services Program. The SDSFIE shall determine file and feature class identification and definition, attribution and valid domain values. When any geospatial information collected as a result of the project includes information identified in the Common Installation Picture (CIP) or recognized Mission Data Set (MDS), the COOPERATOR shall deliver data

consistent with the established requirements for the data and shall ensure functionality with the receiving system.

- Metadata will be provided, and will use the Federal Geographic Data Committee (FGDC) Content Standards for Digital Geospatial Metadata for organization.
- Geospatial data must be delivered in a geo-referenced GIS (Geographic Information System) format (feature-based file structures with one-to-one cardinality between spatial records and attribute records), which would include Environmental Systems Research Institute's (ESRI) shapefile and geodatabase formats, and it must be compatible with the Fort Carson Cultural Resources Master Geodatabase. All attribute data, as specifically outlined in the task order contract, must be included either in the GIS data file or as a separate table with a SDSFIE key variable that may be used to relationally join the separate table with the GIS data file. All geospatial data must be delivered in the World Geodetic System 1984 (WGS84) projection using metric coordinate units. Further guidance on mapping units, coordinate systems, and projections is available from the USAG POC.
- Mapping- or Survey-Grade Global Positioning Systems (GPS) or comparable traditional survey methods will be used to collect geospatial data. The use of mapping- or survey-grade GPS will depend on the precision requirements of the product data. Further information about precision requirements should be obtained from the USAG POCs.

Source data and product data remain the property of the U.S. Government. Further information about security and nondisclosure requirements should be obtained from the USAG POC. The Recipient is not authorized to release this information to any third party without the explicit consent of the USAG. All source information must be returned to the USAG POC upon completion of this project.

## 10. POST AWARD & INVOICE PROCESS

10.1 Payment Requests and Progress Reports (Invoice Package) - 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 point of contacts (POCs) for the additional required documents and for delinquent accounts.

10.1.1. Frequency: Quarterly plus 30-day grace period (except for the final invoice package noted below). If the coverage dates are not quarterly or preapproved by the PM (or the first/last submittal), the invoice package will be rejected.

Quarters	Invoice pkgs due No Later Than:
Q1: Oct-Dec	Q1: 31 Jan
Q2: Jan-Mar	Q2: 30 Apr
Q3: Apr-Jun	Q3: 30 Jul

Q4: Jul-Sep

Q4: 31 Oct

10.1.2. Payment Requests must be submitted on form SF270 Request for Advance or Reimbursement with the accompanying Standard Form-Performance Progress Report (SF-PPR), otherwise the SF270 will be rejected.

10.1.3. SF270 Request for Advance or Reimbursement

10.1.3.1 Block 9, Recipient Organization. For successful set up of Electronic Transfer of Funds (EFT), the Recipient's name and address shall reflect the exact name and physical address that appears in the System for Award Management (SAM), <https://sam.gov/>.

10.1.3.2. Blocks 11, (a), (b), & (c) are for the description of funds. Preferred description is: CLIN/POP Type, POP start and end dates, amount awarded (see example below); at minimum include the CLIN. If the description or the minimum CLIN information is missing, the SF270 and SF-PPR will be rejected.

Example:

CLIN 0001 / Base

22SEP23 – 21SEP24

\$100,000.00

Funding must be separated as specified on the Award document. Sub-CLINs that specify "*for funding only*" (e.g., numbered 000101, 000102, etc.) may be rolled into the primary CLIN (e.g., 0001) unless otherwise instructed. All others required PM approval.

The SF270 may have multiple pages. An SF270 in Excel format may be requested at: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil), however, must be submitted in pdf format otherwise will be rejected.

10.1.4. SF-PPR Standard Form-Performance Progress Report : The Recipient shall tailor the SF-PPR to include, at minimum, the following information:

- Separate details by CLIN as applicable
- Achievements (must detail work during quarter associated with the invoice)
- 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, the SF-PPR and SF270 will be rejected.

A tailored SF-PPR form may be requested at: [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil).

10.2. The Final invoice package is due no later than 90 days from final (funded/exercised) POP end date and must include the following documents: If any of the required information below is missing, the final invoice package will be rejected.

Final SF270

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

Forms may be requested from the district office at [swf-cesu-invoice@usace.army.mil](mailto:swf-cesu-invoice@usace.army.mil) or found at: <https://www.grants.gov/forms>

## 11. OTHER

- 11.1 Organizations wanting to publish information, manuscripts, press releases, research results, etc., relating to Fort Carson must first notify the Fort Carson Public Affairs Office and provide draft articles/press releases for review. The Fort Carson PAO reserves the right to disapprove any publication. If approved locally, the organization must then submit documents for higher review through the DOD Prepublication Review Process. The process is outlined on the DOD Prepublication Review Process website at <https://www.esd.whs.mil/DOPSR/DoD/>. Unclassified documents are emailed for DoD review at [whs.pentagon.esd.mbx.securev@mail.mil](mailto:whs.pentagon.esd.mbx.securev@mail.mil).
- 11.2 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%).
- 11.3 Any resulting cooperative agreement will be subject to and Recipient shall comply with 2 CFR 200.313 "Equipment", 200.314 "Supplies", and 200.315 "Intangible Property" which includes use of research data.