

SCOPE OF WORK

POST TIMBER HARVEST NON-NATIVE INVASIVE VEGETATION TREATMENT ON AN AREA OF VOLUNTEER TRAINING SITE SMYRNA FOR TENNESSEE ARMY NATIONAL GUARD

1.0 INTRODUCTION / BACKGROUND

The Tennessee Army National Guard (TNARNG), as an agent of the National Guard Bureau (NGB), is responsible for the prudent management of natural resources on all of its properties. The largest of these properties, the Volunteer Training Sites (VTS), are managed in accordance with Integrated Natural Resource Management Plans (INRMPs) which guide all activities that may impact natural resources on a site. The Sikes Act, AR 200-1, and INRMP mandate managing the installation for ecological health, which sometimes requires vegetation control due to the lack of a natural fire cycle to control its density or to control non-native invasive pest plants. The INRMPs guide the management of vegetation, and invasive pest species if present on installations.

An extremely dense eastern redcedar stand in Training Area (TA) 2 of VTS-Smyrna was heavily thinned for ecological, wildlife, and wildland fire program benefits. The stand had a heavy non-native invasive pest plant (privet, autumn olive, Japanese honeysuckle, etc.) infestation along the road edges, and a moderate infestation of the sparsely vegetated interior understory that was treated with the cut-stump treatment and broadcast treatment methods prior to the harvest. The stand must have a post-harvest follow-up treatment conducted to address potential resprouting and reinfestation now that more light is able to reach the forest floor.

2.0 OBJECTIVE

The objective of this project is to conduct a follow-up treatment of all non-native invasive shrubs and vines in an approximate 57.8 ac. previous treatment and harvest area (Figure 1). It is important to note that the harvest and cut areas shown in Figure 1 include 3 cedar tinning units (55.6 ac. total) and a 2.13 ac., 30 ft. wide clearing along the north boundary of the training area. All treatments will be done using the “cut and stump treat” method for plants that are large enough to cut. Sprouts and resprouts too small to cut and treat will be foliar sprayed using methods and timing to minimize drift or hand pulled. The follow-up treatment area should have a relatively low density of resprouts and previously unobserved non-native invasive pest plants, and plants may be simply cut, stumps chemically treated, and stems left lay. All resprouts and previously unobserved or untreated non-native invasive vegetation must be cut and then chemically treated within 15 minutes of being cut to prevent scabbing off and chemical treatment failure. Herbicide treatment must be done by a Tennessee certified pesticide applicator. Only authorized herbicides may be used on TNARNG property. A list of the proposed chemicals will be submitted to the TNARNG Pest Management Coordinator as part of the project work plan so they can ensure these chemicals are either on the authorized use list or can be added to the list. It is highly recommended that perspective bidders visit and look over the area to aid in developing their bids. A map showing the route from Range Control, where all down-range visitors must sign in, to the project area is given in Figure 2. Perspective bidders must have at least 2 years of fulltime experience in invasive pest plant control and be very familiar with identification of the non-native invasive pest plants in the region.

3.0 SITE

VTs – Smyrna (Rutherford County, TN): VTs-Smyrna is a relatively small site encompassing 858 acres on either side of Stewart Creek and J. Percy Priest Lake in Middle Tennessee (22 miles southeast of Nashville, TN). It has approximately 456 acres of forestland, including redcedar woodlands, mixed evergreen/hardwood forest, and bottomland hardwood forest, and 117 acres of managed grassland, as well as 170 acres of cantonment area. The training site is bounded by a municipal airport, industrial area, and otherwise a fairly urban environment.

4.0 MAJOR REQUIREMENTS

The following tasks must be completed for the Contractor to successfully accomplish the work under this delivery order:

4.1 Task 1: Project Start-Up Meeting and Site Visit

The Contractor will participate in a phone-in start-up meeting with TNARNG representatives. During this meeting, the Contractor will be furnished with information relevant to the project. They will receive initial orientation, information on coordinating access, and safety briefings from TNARNG personnel. The TNARNG Point of Contact (POC) will be responsible for providing needed information relevant to the project. Upon their first visit to the site, the contractor's crew will receive a brief orientation covering the rules of being on post, and a safety briefing.

Provided information will include the following:

- Maps to the work site (Figure 2)
- Map of work areas (Figure 1)

Whenever possible, this information will be provided to the Contractor in electronic format. The Contractor will be responsible for reviewing all provided data.

Deliverable: ***Kick-off Meeting and Meeting minutes.***

Performance Period: ***Kick-off Meeting within 14 days following Notice to Proceed.
Meeting Minutes within 30 days following Notice to Proceed.***

4.2 Task 2: Submission of Project Work Plan

The Contractor will submit for review by the TNARNG POC a Project Work Plan detailing the scheduled stages of the project and the proposed methodology and herbicides to be used. Only authorized herbicides may be used on TNARNG property. The work plan will include a list of the chemicals to be used so the TNARNG Pest Management Coordinator can ensure they are either on the authorized use list or have them added to the list. The work plan will be completed within 45 days following Notice to Proceed. The work plan will be reviewed and approved by the TNARNG POC within 14 days of receipt. The work plan will include project details in accordance with Section 4.3 of this SOW.

Deliverable: ***Project Work Plan detailing relevant project details.***

Performance Period: ***45 days following Notice to Proceed and prior to commencing work.***

4.3 Task 3: Vegetation Removal Field Work

The contractor will conduct non-native invasive vegetation follow-up treatment in accordance with methods outlined in the project work plan. The Work must meet the requirements described in the objectives section (2.0 Objectives) which are relisted below. TNARNG will mark/flag the unit boundaries that are not on roads.

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Deliverables: ***Treatment of non-native vegetation in accordance with performance requirements given above.***
Monthly status reports on project progress.

Performance Period: ***17 months from notice to proceed.***

4.4 Task 4: Preparation and Submission of Final Project Report

The Contractor will provide a brief final report of project performance. The report will indicate all work has been accomplished in accordance with the performance requirements given above and dates work was conducted. The report will be submitted to the TNARNG POC within 18 months from notice to proceed. One electronic copy should be submitted.

Deliverable: ***Final Project Report***

Performance Period: ***Final report due within 18 months of notice to proceed or by close of contract.***

5.0 GOVERNMENT FURNISHED INFORMATION OR MATERIAL

The TNARNG will provide access to the installation for the necessary field work; however, the Contractor must schedule access through the training site POC and understand that access priority is always given to military training.

TNARNG will mark unit boundaries that are not on roads.

6.0 CONTRACTOR REQUIREMENTS

The Contractor shall furnish, except as noted, all labor, materials, equipment, tools, transportation, communications, and supplies required to complete the work in accordance with project specifications, terms of the contract, and this Scope of Work. The contractor must have at least 2 years of fulltime experience in invasive plant control.

The TNARNG POC will serve as the liaison with the training site personnel concerning scheduling of meetings at the facilities and the initial site visits. However, it is the Contractor's responsibility to coordinate all other access to the facility through the training site POC. Access will be provided as necessary to accomplish field work; however, the Contractor must understand that military training activities shall receive first priority with regards to scheduling access to training areas and must be flexible with scheduling.

All information and data provided by TNARNG to the Contractor is for the purpose of fulfilling this contract. This information is to be protected by the Contractor; it is not to be distributed or utilized for any other purpose under penalty of law.

Upon completion of the Project, the Contractor shall protect and/or return to TNARNG all maps, data or any other materials provided.

7.0 DELIVERABLES

All maps and other information provided by the TNARNG or other contractors under contract to the TNARNG are the property of the TNARNG and shall be returned to the TNARNG upon completion of this Contract.

The deliverables due in fulfillment of this Contract are summarized below. Payments will be made following receipt of deliverables according to the following approximate schedule (payment will not be delayed if a deliverable is provided ahead of schedule):

Time from Notice to Proceed	Deliverable	Payment
14 days	Kick-off meeting	5%
30 days	Kick-off meeting minutes	5%
45 days or prior to field work	Project work plan	5%
Throughout	Monthly progress reports on field work	0%
17 Months	Vegetation removal and stump treatment field work	75%

Contract completion date	Final Report (1electronic copy)	10%
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8.0 MEETINGS AND REVIEWS

Meetings will be conducted as necessary. At a minimum, this will include:

1. Start-up meeting – Phone
2. Review of Project Work Plan – Phone conversation.
3. Monthly Progress Report Reviews – Phone/email.
4. Review of Final Report – Phone/email.

9.0 Points of Contact

The VTS-Smyrna on-site POC for this project is CPT Murphy at (615) 355-3716 (matthew.g.murphy14.mil@army.mil). All visits to Smyrna by the Contractor should be coordinated through CPT Murphy and SFC Rados (615) 355-3720 (david.w.rados.mil@army.mil).

The TNARNG Natural Resources POCs are Brian Knapp, (615) 313-0945 (brian.e.knapp.nfg@army.mil), and Conner Moore, (615) 313-0761, (conner.l.moore4.nfg@army.mil).

The TNARNG GIS POC is James “Dave” Meadows at (615) 313-0837 (james.d.meadows.nfg@army.mil). GIS/GPS requirements must be coordinated in advance through Mr. Meadows.

All material submissions are to be sent to Brian Knapp, the TNARNG POC, at the following address:

**Tennessee Army National Guard
JFHQ-TN-FMO-ENV
ATTN: Brian Knapp
3041 Sidco Drive
Nashville, TN 37204-1502**

No TNARNG personnel, other than the Contracting Officer, shall have the authority to change or alter these requirements through contract modification. The TNARNG POC (Brian Knapp) shall clarify technical points or supply relevant technical information, but no requirements in this statement of work or the scope of work may be altered as a sole result of such verbal clarification.

10.0 PERIOD OF SERVICE

The Period of service for this contract shall be eighteen (18) months from notice to proceed.

- END OF SCOPE OF WORK –

VTS Smyrna Training Area 2 Timber Harvest Units



Figure 1. Map of vegetation follow-up treatment units and new treatment unit in TA2 of VTS-Smyrna. Note that the pinkish colored 30 ft. wide north boundary strip is one of the retreatment units.



Figure 2. Map of route from Range Control (sign-in location) to southern most unit of invasive shrub and vine clearing site.