

SCOPE OF WORK

NON-NATIVE INVASIVE VEGETATION TREATMENT ON AN AREA OF VOLUNTEER TRAINING SITE MILAN 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 invasive pest plant infestation. The INRMP and Integrated Pest Management Plan (IPMP) guide the management of vegetation, and invasive pest species if present on installations.

A large kudzu (*Pueraria montana* var. *lobata*) infestation occurs in the northern portion of VTS-Milan (Figure 1), as well as small areas in other parts of the installation. Kudzu greatly impacts the health of the ecosystem and areas it infests. It takes over the area, chokes out the trees and ground cover, and eventually creates a near monoculture (Figures 2 and 3) that limits wildlife use of the area. The infestation must be addressed for the purposes of benefiting ecosystem and forest stand improvement.

2.0 OBJECTIVE

The objective of this project is to remove and destroy the kudzu vines and kill their root systems in 1 infested area covering a total of 7.87 ac. of the VTS-Milan Cantonment Area (Figure 1). To kill the roots and minimize resprouting, remaining exposed portions/bases of cut stems must be chemically treated within 5-10 minutes of being cut to prevent vascular tissue drying/scabbing-off to ensure translocation of the herbicide to the roots. To ensure the greatest effectiveness, treatments must be done in late summer to early fall, before the plants go dormant. This initial effort is directed at eradicating the plants from small areas disconnected from the main infestation to prevent their reinfestation and ensure the greatest possible long-term benefit. All treatments will be done using the “cut and stem/stump treat” method. 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 AUL 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. Perspective bidders must have at least 2 years of fulltime experience in invasive pest plant control and be very familiar with kudzu identification and control.

3.0 SITE

VTS – Milan (Carroll and Gibson Counties, TN): VTS-Milan is an 18,581-acre training site in west Tennessee, approximately 20 miles north of Jackson, and immediately adjacent to the town of Milan. The site is bounded on the east by state highway 220, and the town of Milan and Hope Hill Cemetery Rd. on the west. It consists of approximately 9,888 acres of forestland (6,919 ac. hardwood, 2,056 ac. mixed hardwood/conifer, and 913 ac. pine), 7,311 ac. maintained in open grassland/pasture/crops, 617 ac. forested wetland, and 398 ac. buildings, parking, and other infrastructure. Approximately 7,000 ac. of the open land was historically used for ammunition storage and is covered

with parallel rows of ammunition bunkers and associated roads. There is a 905 ac. duded impact area, which is primarily open ground. There are two perennial streams, Halls Branch and Johns Creek, and three intermittent streams, Wolf, Dry, and Clear Creeks. Surrounding lands consist primarily of farmland and forest to the south and east, suburban settlement to the west, and the industrial/manufacturing area of Milan Army Ammunition Plant (MLAAP) to the north. VTS-Milan is maintained using an ecosystem management rather than single species management approach. Managing the naturally occurring vegetation and habitat types in appropriate successional stages, preventing erosion problems, and protecting water quality provide for the requirements of all plant and animal species on the site.

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 an in-person 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:

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

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 cut up, remove, and destroy all kudzu from the project sites. The remaining cut stems must be treated with an appropriate/effective systemic herbicide that will translocate to and kill the roots. The herbicide used must be on the TNARNG Authorized Use List (AUL) or be able to be added to the list. Implementation of the treatment must follow the approved 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 kudzu 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 the work plan, and dates work was conducted. The report will be submitted to the TNARNG POC within 17 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 installations 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, materials disposal, 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%

8.0 MEETINGS AND REVIEWS

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

1. Start-up/kick-off meeting – In-Person
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-Milan on-site POC for this project is CW4 Howell at (629) 332-9546 (hunter.a.howell.mil@army.mil). All visits to Milan by the Contractor should be coordinated through CW4 Howell and the RFMSS Scheduler SFC Dustin Wallace (629) 332-9571 (dustin.b.wallace2.mil@army.mil).

The TNARNG Natural Resources POC is Jenna Cox, (615) 636-4924 (jenna.e.cox2.nfg@army.mil), or Nicole Tamboli (615) 788-1032 (katlin.n.hulsey.nfg@army.mil).

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

All material submissions are to be sent to Jenna Cox, the TNARNG POC, at the following address:

**Tennessee Army National Guard
Attn: Jenna Cox
P.O. Box 509
Milan, TN 38358**

No TNARNG personnel, other than the Contracting Officer, shall have the authority to change or alter these requirements through contract modification. The TNARNG POC (Jenna Cox) 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 Milan Kudzu Target Area

Scale: 1:2,500

Prepared on: 7/27/2026

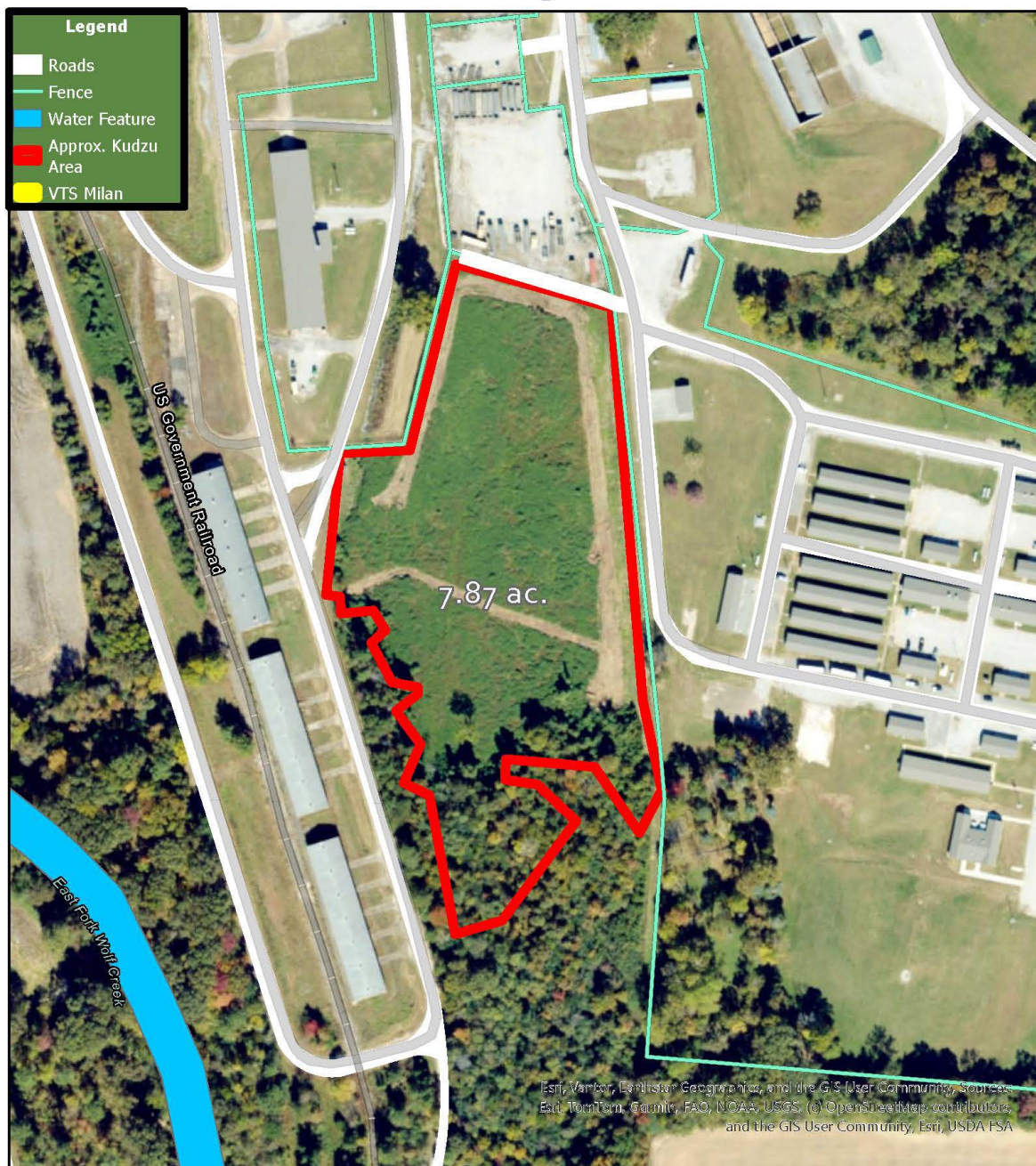


Figure 1. Map of the kudzu removal area in the Cantonment Area of VTS-Milan.