

APPENDIX A
STATEMENT OF WORK

**APPENDIX A
ANNEX ____**

**SCOPE OF WORK
FOR
ORDNANCE AND EXPLOSIVE (OE)
ENGINEERING EVALUATION/COST ANALYSIS (EE/CA)
AT
THE FORMER CAMP BUTNER
DURHAM, NORTH CAROLINA**

**10 December 2001
Revised 16 August 2002**

General Comment 16 August 2002. The purpose of this modification is to have the contractor coordinate and pay for evacuation of local residents to be placed in local hotels for the day or days they are asked to evacuate their homes while the contractor is performing intrusive investigations within the frag radius of peoples homes. \$2,500 is the amount of this mod and will be increased if and as required.

General Comment: 10 December 2001. The purpose of this task order is to add additional in scope effort to the Butner EECA started under Contract DACA87-95-D-0018 Task Order 0067. That old Parsons contract is at its monetary limit and can not be added to. This task order will be under contract DACA87-00-D-0038 and will be for additional funds needed for tasks 6, 8, 9 and 17 only. All future modifications involving funding increases will be on this new task order and not on the old contract.

1.0 BACKGROUND AND OBJECTIVE

1.1 The objective of this delivery order is for the A-E to perform an Engineering Evaluation/Cost Analysis (EE/CA). The effort shall result in the characterization of ordnance and explosives (OE) according to nature, location and concentration, provide a description of the OE related problems affecting human use of the site, identify and analyze reasonable risk management alternatives and provide a convenient record of the process for use in final decision making and judicial review, if necessary. The effort shall allow and document meaningful stakeholder participation.

The A-E is expected to use geophysical techniques to identify anomalies in the subsurface for subsequent OE sampling. The A-E shall conduct OE sampling and render safe any uncovered UXO and dispose of the UXO and other scrap uncovered during the OE sampling effort.

1.2 OE may be a safety hazard and may constitute an imminent and substantial endangerment to site personnel and the local population. This action will be performed in a manner consistent with the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), Sections 104 and 121; Executive Order 12580; the National Contingency Plan (NCP). In accordance with the above, no federal, state or local permits are required nor will be obtained for actions, include on-site destruction of unexploded ordnance (UXO), that may be required. However, substantive permit requirements shall be fulfilled. In addition, all activities involving work in areas potentially containing unexploded ordnance hazards shall be conducted in full compliance with CEHNC, USACE, DA and DoD requirements regarding personnel, equipment and procedures. 29 CFR 1910.120 shall apply to all actions taken at this site.

1.3 The work required under this Scope of Work (SOW) falls under the Defense Environmental Restoration Program (DERP) and the Formerly Used Defense Site (FUDS) program. Ordnance and Explosives (OE) may exist on property that was formerly owned, used or controlled by the Department of Defense. The framework underlying this response is the National Contingency Plan (NCP).

1.4 Others will accomplish the Archeological Survey to identify potential archeological sites. The Government will provide this survey for the A-E to consider in preparing the Work Plan. The A-E shall

provide awareness training to all personnel involved with fieldwork, as outlined in the approved Work Plan.

1.5 Others will identify endangered/threatened species of concern. The Government will provide information that identifies areas of concern. The A-E shall consider this information in preparing the Work Plan. The A-E shall provide awareness training to all personnel involved with the field investigation.

2.0 INTRODUCTION

2.1 Background.

Camp Butner, a former U.S. Army installation, was located in the north central part of North Carolina in the counties of Granville, Durham and Person. Authorized for construction in 1942, the Camp, occupying approximately 40,384 acres, was officially activated in August 1942. The Camp was established for training of infantry divisions and miscellaneous artillery and engineer units within the Fourth Services Command, the Army Ground Forces. In addition to the troop cantonment area, the reservation included at least 15 ammunition training ranges, a 1000-inch small arms ammunition range, hand grenade ranges, a gas chamber, flame-thrower training range, a small arms training range and ammunition shipping, receiving and storage areas. Additionally, the Camp supported a large hospital and a prisoner of war camp. Currently, the former Camp area is comprised of an area used by the North Carolina National Guard (approximately 4750 acres), areas of private agricultural and commercial use and various community/state/federal agency activities such as corrections, farming, natural and human services/resources, commerce, crime control and university/college involvement.

2.2 Site Definition. The “site” consists of all areas previously under DoD control except for the current National Guard area. This will amount to approximately 35,600 acres.

2.3 Chemical Warfare Material (CWM). The site is not suspected to contain Chemical Warfare Materiel (CWM). However, if suspect CWM is encountered during any phase of site activities the A-E shall withdraw upwind from the work area, secure the site and contact CEHNC.

2.4 Areas To Be Evaluated. The areas identified below are to be evaluated under this SOW. Evaluation efforts shall be completed in cooperation with project stakeholders, which include the landowners, the Government, interested regulatory agencies, and others that may be identified prior to work plan finalization.

- Cantonment Area and vicinity - 3300 acres
- Ammunition Storage Area and Dump - 7 acres
- Grenade Training Area - 5 acres
- Ammunition Training Range and Impact Area - 21,950 acres
- Remaining Land - 10,372 acres

3.0 SPECIFIC REQUIREMENTS

3.1 (Task 1) Not Used

3.2 (Task 2) Not Used

3.3 (Task 3) Not Used

3.4 (Task 4) Not Used

3.5 (Task 5) Not Used

3.6 Site Characterization. The A-E shall characterize the site by implementing the work described in the Project Work Plans. Three things must be done to accomplish this. First the AE must prepare the surface, identify any surface OE and remove any UXO. Secondly, the AE must prepare a Geophysical Test Plot to establish methods of investigation and select proper equipment. The final step is to perform geophysical mapping. This work includes but is not necessarily limited to the following :

3.6.1 (Task 6) Surface Preparation, OE Identification and Removal. The A-E shall provide all necessary qualified personnel and equipment to perform surface preparation, as well as surface OE identification, removal and disposal on the sampling grids (total sampling area to be proposed by the

contractor). The A-E shall perform the minimum amount of work necessary to clear the areas of vegetation, surface OE and OE scrap where these impede the progress, effectiveness or safety of the geophysical investigation team. Trees two inches in diameter or greater shall not be cut unless specifically approved in writing by the Government. All OE-related activities shall be performed in accordance with applicable sections of the approved work plan.

3.6.2 (Task 7) Not Used

3.6.3 (Task 8) Geophysical Investigation. The total cumulative area to be geophysically investigated and evaluated under this SOW shall be proposed in the work task proposal by the contractor. Actual number and location of grids may increase or decrease from that proposed based upon conditions encountered in the field, if so directed by the Contracting Officer. All aspects of anomaly evaluation, selection, and dig-sheet production shall be routinely reported in a weekly field activity report. See section 4.0 for additional reporting requirements and schedule.

3.6.3.1 Evaluation. After the site is geophysically mapped, the A-E shall utilize a qualified geophysicist to check and evaluate the geophysical data collected. The geophysicist shall make a professional determination regarding the identification of anomalies at the site. Based on this determination, the A-E shall provide a “dig-sheet” showing predicted location and character of all suspected anomalies to the CEHNC Project Manager and OE support staff. In addition, the A-E shall continually compare predicted results with actual results so that the A-E's geophysical evaluation methodology is constantly refined over the life of the project.

3.6.3.2 Anomaly Selection. Note that not all geophysical anomalies meeting the criteria to be considered a potential UXO will be dug. Representative anomalies will be excavated in order to characterize geophysical anomalies and to provide information necessary to estimate location, concentration and nature of UXO present at the site. The A-E shall propose methodology for selection of anomalies to be excavated. This might be based on OE calculator, percentages of anomalies, a specific number of excavations, anomaly apparent size, work-days, statistical approaches, or some other approach or combination of approaches. Also, the approach for individual anomalies might differ from the approach used for pits/trenches. Generally the Government expects more anomalies selected for sampling at the beginning of the effort with the amount of samples selected for digging reduced over the duration of the sampling effort. The particular approach for this project shall be described in the work plan.

3.6.3.3 Data Format and Storage.

The A-E shall utilize an appropriate data format and storage system for geophysical mapping data that is consistent with CEHNC computer/CADD systems in accordance with DID OT-005-05 and as described in the approved Work Plan. In addition the A-E shall maintain the data in such a way that the Government can remotely access any individual file or multiple files as necessary without day or time restrictions. See Section 4.0 for additional data requirements.

3.7 (Task 9) Intrusive Investigations (OE Sampling).

The A-E shall, utilizing qualified personnel, implement site OE sampling as specified in the approved work plan. All aspects of the activities related to this task shall be reported in a weekly field activity report including DRMO turn in forms. This task shall be accomplished as follows:

3.7.1 OE Access, Evaluation and Management.

The A-E shall perform UXO sampling as described in the approved Work Plan. The A-E shall provide all necessary qualified personnel and equipment to perform surface and subsurface UXO sampling, evaluation and management.

3.7.2 Investigating Anomalies.

3.7.2.1 The A-E shall investigate anomalies identified by the geophysical investigations and as directed by the Contracting Officer. The A-E shall, using qualified UXO personnel, determine whether the UXO can be moved or destroyed in-place. This is a safety-driven decision that will be based solely on DoD munitions safety standards and requirements.

3.7.2.2 Evacuation of local residents. In conjunction with the Corps of Engineers, the contractor will coordinate evacuations with local residents trying to work while the home owner or others are not present but if required will pay for hotel rooms or other accommodations for the day or days required to dig anomalies in areas affecting that persons home.

3.7.3 OE Scrap Disposal.

The A-E shall be responsible for the destruction, if required, of all UXO and subsequent disposal of all scrap encountered during site investigations. This will be done utilizing qualified personnel in accordance with the approved Work Plan. The A-E shall establish in the Work Plan a method of disposal, if required, for all OE.

3.7.4 Backfilling Excavations.

All access/excavation/detonation holes shall be back-filled by the A-E. The A-E shall restore such areas to their prior condition.

3.7.5 OE Accountability.

The A-E shall maintain a detailed accounting of all OE items/components encountered. This accounting shall include the amounts of OE, the identification and condition, depth located, disposition and location. The accounting system shall also account for all demolition materials utilized to detonate OE on-site. This accounting shall be a part of an appendix to the EE/CA report.

3.7.5.1 DD Form 1348-1A.

The A-E shall complete a DD Form 1348-1A as turn-in documentation. Instructions for completing this form are contained in the Defense Utilization and Disposal Manual, DoD 4160.21-M. The Senior UXO Supervisor shall sign a certificate as follows:

"I certify that the property listed hereon has been inspected by me and, to the best of my knowledge and belief, contains no items of a dangerous nature."

DRMO turn-in documentation receipts shall be submitted as an appendix to the EE/CA Report.

3.7.5.2 UXO Quality Control (QC) Specialist.

UXO QC shall be a separate function and is not envisioned as a full-time position. The UXO QC Specialist shall meet the minimum prerequisites of an UXO Supervisor and have the training, knowledge and experience necessary to implement the A-E's QC plan as outlined in DID OT-025. The Contracting Officer must approve any exceptions.

3.7.6 Quality Assurance Sampling Areas.

In order to evaluate the effectiveness of the geophysical investigation and evaluation methods utilized by the A-E, the Contracting Officer may direct an independent contractor provided by the Government or may provide Government personnel to independently map, locate and access some detected subsurface anomalies as deemed necessary.

3.8 (Task 10) Not Used

3.9 (Task 11) Not Used

3.10 (Task 12) Not Used

3.11 (Task 13) Not Used

3.12 (Task 14) Not Used

3.13 (Task 15) Not Used

3.14 (Task 16) Not Used

3.15 (Task 17) Meetings and Project Management. The A-E shall perform project management functions, as necessary to maintain project control and to meet required reporting requirements. This task will be in conjunction with task 17 in Contract DACA87-95-D-0018 task order 0067.

4.0 SUBMITTALS AND CORRESPONDENCE

4.1 Format and Content of Engineering Reports. Engineering Reports presenting all data, analyses, and recommendations shall be prepared and submitted by the A-E. All drawings shall be of engineering quality in drafted form with sufficient detail to show interrelations of major features. The contents and format of the engineering reports shall be arranged in accordance with all pertinent guidance documents. When drawings are required, data may be combined to reduce the number of drawings. Reports shall consist of 8-1/2 inch by 11-inch pages with drawings other than the construction drawing folded, if necessary, to this size. A decimal paragraphing system shall be used, with each section and paragraph of the reports having a unique decimal designation. The report covers for each submittal shall consist of durable 3-ring binders and shall hold pages firmly while allowing easy removal, addition, or replacement of pages. A report title page shall identify the site, the A-E, the Corps of Engineers District, Huntsville Center, and the date. The A-E identification shall not dominate the title page. All data, including raw analytical and electronic data, generated under this delivery order are the property of the DoD and the Government has unlimited rights regarding its use.

4.2 Computer Files. All final text files generated by the A-E under this contract shall be furnished to the Contract Officer in MS Word 6.0 or higher software, IBM PC compatible format. All final CADD/GIS data, design drawings and survey data generated by the A-E under this delivery order shall be submitted in the proper format and media that will permit their loading, storage, and use without modification or additional software on the Huntsville Center CADD/GIS workstations. All maps, figures, drawings or tables shall be conveyed on either 3-1/2 " HD floppy disks or PC CD-ROM. PC CD ROM is the preferred format for all electronic submittals.

4.3 HTML Deliverables. In addition to the paper and digital copies of submittals identified above, the final version of the EE/CA and the Action Memorandum shall be submitted, uncompressed, on one floppy disk or CD ROM in hypertext markup language (HTML) along with a linked table of contents, linked tables, linked photographs, linked graphs and linked figures included and suitable for viewing on the Internet. The contractor shall post the draft and final versions of the work plan, EECA report and Action Memo on the Web.

4.4 Review Comments. Various reviewers will have the opportunity to review submittals made by the A-E under this contract. The A-E shall review all comments received through the CEHNC Project Manager and evaluate their appropriateness based upon their merit and the requirements of the SOW. The A-E shall issue to the Project Manager a formal, annotated response to each in accordance with the schedule in paragraph 4.13

4.5 Draft Reports. Each page of draft reports shall be stamped "DRAFT". Submittals shall include incorporation and notation of all previous review comments accepted by the A-E.

4.6 Identification of Responsible Personnel. Each report shall identify the specific members and title of the A-E's staff and subcontractors that had significant, specific input into the reports' preparation or review. All final submittals shall be sealed by the registered Professional Engineer-In-Charge.

4.7 Minutes of Meetings. Following the presentation, the A-E shall prepare and submit minutes of all meetings attended to the Contract Officer or his representative within 10 calendar days.

4.8 Correspondence. The A-E shall keep a record of each phone conversation and written correspondence affecting decisions relating to the performance of this IDO. A summary of the phone conversations and written correspondence shall be submitted with the monthly progress report to the Contract Officer.

4.9 Project Control and Reporting. The A-E shall prepare and submit a master network schedule (using Microsoft “Project” software), cost and manpower plan, monthly progress reports, technical progress reports, monthly individual performance reports and cost/schedule variance report, work task proposal plan, and a program control plan.

4.10 Monthly Progress Report. The A-E shall prepare and submit a monthly progress report describing the work performed since the previous report, work currently underway and work anticipated. This report shall show the earned value curves for the amount of funds obligated, planned and actually spent to date on the project. This will allow the continuous tracking of the actual cost versus the proposed cost out the beginning of the project. The report shall state whether current work is on schedule. If the work is not on schedule, the A-E shall state what actions are anticipated in order to get back on-schedule. The report shall be submitted not later than the 10th day of the following month.

4.11 Public Affairs. The A-E shall not publicly disclose any data generated or reviewed under this contract. The A-E shall refer all requests for information concerning site conditions to the local Corps District’s Public Affairs Office, with a copy furnished to the CEHNC Project Manager. Reports and data generated under this contract are the property of the DoD and distribution to any other source by the A-E, unless authorized by the Contract Officer, is prohibited.

4.12 Addresses. The following addresses shall be used in mailing submittals:

<u>ADDRESSEE</u>	<u>QUANTITY</u>
Commander US Army Corps of Engineers, Huntsville Center ATTN: CEHNC-OE-DC (Roland Belew) P.O. Box 1600 Huntsville, Alabama 35807-4301	8
Commander U.S. Army Corps of Engineers, Wilmington District ATTN: CESA-W-PM-C (John Baden) P.O. Box 1890 Wilmington, North Carolina, 28240-1890	8
Commander U.S. Army Corps of Engineers, South Atlantic Division ATTN: CESAD-PM (Sharon Taylor) 77 Forsyth St Atlanta, Georgia 30335-6801	1

Others TBD

4.13 Schedule and Submittals. The A-E shall submit all deliverable data to the Contract Officer and other reviewers shown in Paragraph 4.12 in accordance with the following schedule. All submittals shall be delivered to all addressees no later than the close of business on the day indicated in this paragraph. In addition, submittals to regulatory reviewers shall be shipped by registered mail or other method where a signed receipt is obtained indicating the date received and the individual accepting the submittal.

<u>DOCUMENT</u>	<u>DATE DUE</u>
ASSHP	5 days prior to Site Visit
Site Visit	Upon notice to KO
Site Visit Letter Report	3 working days after site visit
WTP	20 Days after site visit
EE/CA Work Plan, Draft	45 days after NTP
EE/CA Work Plan, Draft Final comments	10 working days after receipt of Gov.

Geophysical Equipment Test Report	TBD
EE/CA Work Plan, Final Report	TBD but after Geo. Equipment Test
Government Grants approval to commence field work.	TBD
Weekly Field Report *	Every Monday for the previous week
Monthly Progress Report	NLT 10th of the following month
Risk Evaluation & QC Report, Draft	TBD
Risk Evaluation & QC Report, Final	TBD
EE/CA Report, Draft	TBD
EE/CA Report, Final	TBD
Draft Action Memorandum	TBD
Public Meeting	TBD
Final Action Memorandum & Responsiveness Summary	TBD
Project Meeting, Alabama	TBD
Project Meeting, North Carolina	TBD
Minutes of Meetings	NLT 10 days after each meeting

The overall completion date of this delivery order is TBD.

5.0 SAFETY AND HEALTH PROGRAM

The A-E shall develop and maintain a Health and Safety Program (HSP) in compliance with the requirements of OSHA standards 29CFR1910.120(b)(1) through (b) (4). The A-E shall provide written certification the HSP has been submitted to the CO and make the HSP available upon request by the Government. The SSHP required by 29CFR1910.120(b)/29CFR1926.65(b)(4), and as defined by DID OT-005-06, shall be prepared and submitted with the Work Plan for approval. On-site activities shall not commence until the plan has been reviewed and accepted. The A-E's Site Safety and Health Officer (SSHO) shall have the training, knowledge and experience necessary to implement the SSHP and have the same minimum qualifications as an UXO Supervisor.

6.0 REFERENCES.

- 6.1 National Contingency Plan, 40 CFR 300.
- 6.2 Federal Acquisition Regulation, F.A.R. Clause 52.236-13: Accident Prevention.
- 6.3 Army Corps of Engineers Safety and Health Requirements Manual, EM-385-1-1, 3 September 1996.
- 6.4 Army Corps of Engineers, ER-385-1-92, Appendix B, Safety and Occupational Health Document Requirements for Hazardous Toxic and Radioactive Waste (HTRW) and Ordnance and Explosive Waste (OE) Activities, 18 March 1994.
- 6.5 Occupational Safety and Health Administration (OSHA) General Industry Standards, 29 CFR 1910 and Construction Industry Standards, 29 CFR 1926; especially 1910.120/29CFR1926.65-"Hazardous Waste Site Operations and Emergency Response."
- 6.6 NIOSH/OSHA/USCG/EPA, "Occupational Safety and Health Guidance Manual for Hazardous Waste Site Activities", October 1985. (DHHS(NIOSH) Publication No. 85-115).
- 6.7 CEHNC 1115-3-86, "Ordnance and Explosives Cost-Estimating Risk Tool (OECert) Standing Operating Procedure (SOP)", November 1996.
- 6.8 Explosives Safety Submission format, CEHNC, October 1998.

6.9 Explosives Safety Submission format, CEHNC, October 1998.

The following references are available on the CEHNC Web Page at <http://www.hnd.usace.army.mil/oew/policy/dids/didindx.html>

- 6.10 CEHNC Data Item Description OE-001 000303 Type I Work Plan
- 6.11 CEHNC Data Item Description OE-005-02 000303 Technical Management Plan
- 6.12 CEHNC Data Item Description OE-005-03 000303 Explosives Management Plan
- 6.13 CEHNC Data Item Description OE-005-04 000303 Explosives Siting Plan
- 6.14 CEHNC Data Item Description OE-005-05 000303 Geophysical Mapping Plan
- 6.15 CEHNC Data Item Description OE-005-06 000303 Site Safety and Health Plan
- 6.16 CEHNC Data Item Description OE-005-07 000303 Location Surveys and Mapping Plan
- 6.17 CEHNC Data Item Description OE-005-08 000303 Work, Data, and Cost Management

- 6.18 CEHNC Data Item Description OE-005-09 000303 Property Management Plan
- 6.19 CEHNC Data Item Description OE-005-10 000303 Sampling and Analysis Plan
- 6.20 CEHNC Data Item Description OE-005-11 000303 Quality Control Plan
- 6.21 CEHNC Data Item Description OE-005-12 000303 Environmental Protection Plan
- 6.22 CEHNC Data Item Description OE-005-13 000303 Investigative Derived Waste Plan
- 6.23 CEHNC Data Item Description OE-005-14 000320 Geographical Information System Plan
- 6.24 CEHNC Data Item Description OE-010 000303 Engineering Evaluation/Cost Analysis (EE/CA)
Report
- 6.25 CEHNC Data Item Description OE-015 000303 Accidents/Incidents Reports
- 6.26 CEHNC Data Item Description OE-025 000303 Personnel/Work Standards
- 6.27 CEHNC Data Item Description OE-030 000303 Site Specific Removal Report
- 6.28 CEHNC Data Item Description OE-040 000303 Disposal Feasibility Report
- 6.29 CEHNC Data Item Description OE-045 000303 Report/Minutes, Record of Meetings
- 6.30 CEHNC Data Item Description OE-055 000303 Telephone Conversation/Correspondence Records
- 6.31 CEHNC Data Item Description OE-060 000303 Conventional Explosives Safety Submission
- 6.32 CEHNC Data Item Description OE-080 000303 Monthly Status Report
- 6.33 CEHNC Data Item Description OE-085 000303 Weekly Status Report
- 6.34 CEHNC Data Item Description OE-090 990427 Ordnance Filler Report
- 6.35 CEHNC Data Item Description OE-100 000303 Analysis of Institutional Controls

7.0 GOVERNMENT-FURNISHED.

- 7.1 Right-of-entry.
 - 7.2 Available maps.
 - 7.3 Not used.
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- 7.3 Not used.