

Required Actions

Proposal Number: 10 SI03-032
SERDP Number: SI-1767
Title: Measurement and Modeling of Fugitive Dust from Off-road DoD Activities
Principal Investigator: Dr. Larry Wagner
Date: March 2-4, 2010
Meeting Location: San Diego, California

Contact the Program Manager or Program Manager's Assistant for additional information:

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Preparation of a Revised Proposal:

The following comments and questions must be addressed in a revised proposal prior to presentation of your project to the SAB. This revision may be unsigned and may contain an informal cost estimate that is of sufficient detail to allow for review, but that has not been processed through your formal accounting system.

Submit a revised proposal by **January 13, 2010** that addresses the comments below. Include a cover memorandum that indicates how you resolved each comment.

- In revising your proposal please focus the work on (1) off road training impact on ranges and the associated effects on wind erosion potential (Task 1) and (2) techniques to improve our ability to conduct fence-line monitoring (technologies described in Task 3). Because of other work being supported, we are not interested in any additional work to assess transport and deposition or a comprehensive prediction system.
- Moreover, to avoid having to conduct any validation testing as a stand-alone effort and to leverage costs, please contact the Principal Investigator for the proposal **Characterizing and Quantifying Emissions and Transport of Fugitive Dust Emissions Due to Department of Defense Activities**, Dr. John Gillies of Desert Research Institute, for potential coordination opportunities.
- In the revised proposal provide better linkages between technical objectives/tasks and subtasks to specific SON objectives and describe how they will/will not be addressed.
- Provide more detail in Task 1.a on how the sampling process mitigates against disruption of surface features of soil samples.
- Justify the importance of Task 1.b to the overall goals of the project and explain how it will be accomplished in the proposed time period of the project.
- Clarify how the Wind Erosion Prediction System (WEPS) model, which was developed for agricultural applications, would be applicable to DoD lands.
- Provide a clear connection to regulatory interests (i.e., Environmental Protection Agency) as part of methods/findings acceptance and transition.

Attachment 1

- Please be advised that SERDP intends to form a Technical Advisory Committee to assist in coordinating all fugitive dust projects.
- Provide a letter of support from Fort Riley. Ensure that the letter indicates any logistic/cost issues.
- Replace annual reports with one Interim Report. We encourage your suggestions as to the appropriate timing of this report.
- Remove the Science Advisory Board meeting in 2010. Include In-Progress Review meetings in February 2011 and April/May 2012. Change the Symposium month to December.
- Revise your budget, as necessary, to address the above comments. In addition:
 - a. Plan for a start date no earlier than May 1, 2010 in your first year.
 - b. For each sub-performer receiving greater than \$10,000, provide a separate budget sheet.
 - c. Provide all cost information rounded to the nearest dollar.
 - d. Provide a revised cost-by-task table/spreadsheet.

Preparation for Briefing the Scientific Advisory Board:

The above comments and questions specific to your proposal must be addressed in your presentation to the Scientific Advisory Board (SAB) and in a “pre-brief” to the SERDP Staff prior to the SAB meeting. In addition, these comments and any substantive peer review comments should be addressed in the back-up slides as indicated in the briefing template.

A final revised proposal that addresses any additional issues resulting from the SAB meeting will be requested. This final revision must be signed and contain a formal cost estimate. The SERDP Office will send a letter providing direction for the required revisions following the SAB meeting.

Responses to the items below are due via email to the Program Manager’s Assistant **by January 13, 2010.**

- Provide a Gantt chart detailing the project schedule.

Note: Following the submission of the requested revisions, the proposals will be forwarded to the Army's Humphreys Engineering Center Support Activity (HECSA) for contract negotiations and the authorization to work. Please be advised that until authorization by the contracting office at HECSA is granted, no work can be charged to this contract.

In accordance with the Federal Acquisition Regulation (FAR) Subpart 19.7, all businesses, other than small business concerns, are required to submit a subcontracting plan for contract proposals that exceed \$550,000. A delay in completing this subcontracting plan could result in a delay in project initiation. Please begin preparing a subcontracting plan as soon as possible. The subcontracting plan should reflect realistic, challenging, achievable positive percentage and dollars goals for subcontracting with Small Business concerns. The subcontracting plan must address a goal for each of the statutory required elements: Small Business (SB), Small Disadvantaged Business (SDB), Woman-Owned Small Business (WOSB), Service-Disabled Veteran-Owned Small Business (SDVOSB), Veteran-Owned Small Business (V-SB) and Historically Underutilized Business Zones (HUBzones). The Subcontracting plan must be

Attachment 1

reviewed, negotiated and accepted by Contracting Officer and Deputy of Small Business/Small Business Administration prior to contract award. The HECSA Small Business Office web site at <http://www.hecsa.usace.army.mil/hxsb/> provides information on how to prepare a subcontracting plan, along with links to find small businesses to participate. For guidance on creating an acceptable subcontracting plan or for information on locating small business concerns, contact Ms. Kimberli Gray at kimberli.r.gray@usace.army.mil or 703-428-7385.

Submittal Instructions for Revised Proposals:

1. **Cover Page:** Log in to <https://sems.serdp-estcp.org> and retrieve your Cover Page by selecting “My Cover Pages.” Review and make changes as necessary to your existing Cover Page and SAVE. View your Cover Page and print, sign, and date the original. One web-generated signed original Cover Page must be included as the first page of the revised proposal. Signature is required by an individual authorized to bind your organization. If you require assistance regarding your cover page, please contact Amy Kelly at Amy.Kelly.ctr@osd.mil, by phone at 910-579-8052, or the Program Office at 703-696-2127.

2. **Delivery:**

Electronic Version: Send via email **one PDF file** containing all necessary sections of the entire revised proposal to the Program Manager, Program Manager’s Assistant, and Jon Bungler at Jonathan.Bunger.ctr@osd.mil. Please do not send the proposal in multiple files or attachments. Include a separate file with only the cover memorandum detailing how you addressed each of the comments.

File name format: “Proposal Number_(SERDP Number)_Date”

Example: 10 SI01-001_(SI-XXXX)_11-22-09

Paper Copies: Provide one revised proposal with the required signature and three additional copies of your proposal (four paper copies total). The Cover Page must be the first page of each copy. The paper copies should be printed from the electronic PDF file to ensure consistency between the two. The entire proposal package should be sent to Ms. Jina Saunders, 901 North Stuart Street, Suite 303, Arlington, VA 22203, 703-696-2127. It is recommended that you use an express delivery carrier to ensure delivery by the required date, and for your tracking purposes.