





City of Santa Fe, New Mexico

Memorandum



DATE: April 25, 2014
TO: John Blair, City Manager 
VIA: John Dupuis, Public Utilities Director 
FROM: Alan G. Hook, Water Resources Coordinator *AGH*
RE: Approval of the Modification of the Expiration Date for the Collection Agreement with the USDA, Forest Service to end on March 15, 2025.

ITEM: City of Santa Fe Water Division and the Santa Fe National Forest are requesting a modification for a change in the performance period of the collection agreement, 20-CO-1103100-002, from September 30, 2024 to March 15, 2025.

BACKGROUND AND SUMMARY: Section IV, part U. lists an expiration date of September 30, 2024, for the attached USDA, Forest Service collection agreement, 20-CO-1103100-002. The purpose of the attached Modification of the Collection Agreement is to change the performance period to March 15, 2025. Neither the Scope of Work nor the Financial Plan will be modified. This modification is required for Santa Fe National Forest staff to complete planned activities through early 2025 within the Santa Fe Municipal Watershed per the Scope of Work agreed upon between both parties.

REQUESTED ACTION: Approval of the Modification of the Collection Agreement, 20-CO-1103100-002, to modify the collection agreement performance period to March 15, 2025. There is no fiscal impact to this agreement with approval of the modification.

Attachments:

USDA, Forest Service Modification of Grant or Agreement
USDA, Forest Service Collection Agreement, 20-CO-1103100-002
City of Santa Fe Procurement Checklist
City of Santa Fe Summary of Contracts

Signature: *Alan Hook*

Email: aghook@ci.santa-fe.nm.us

Signature: *John Blair*
John Blair (Apr 26, 2024 11:27 MDT)

Email: jwblair@santafenm.gov

Signature: 
John Dupuis (Apr 26, 2024 11:25 MDT)

Email: jedupuis@santafenm.gov










Memo for USDA, Forest Service Agreement Modification

Final Audit Report

2024-04-26

Created:	2024-04-26
By:	Alan Hook (aghook@ci.santa-fe.nm.us)
Status:	Signed
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"Memo for USDA, Forest Service Agreement Modification" History

-  Document created by Alan Hook (aghook@ci.santa-fe.nm.us)
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-  Document emailed to John Dupuis (jedupuis@santafenm.gov) for signature
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-  Document emailed to jwblair@santafenm.gov for signature
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-  Email viewed by jwblair@santafenm.gov
2024-04-26 - 5:26:19 PM GMT - IP address: 166.137.163.54
-  Signer jwblair@santafenm.gov entered name at signing as John Blair
2024-04-26 - 5:27:13 PM GMT - IP address: 166.137.163.54
-  Document e-signed by John Blair (jwblair@santafenm.gov)
Signature Date: 2024-04-26 - 5:27:15 PM GMT - Time Source: server- IP address: 166.137.163.54
-  Agreement completed.
2024-04-26 - 5:27:15 PM GMT





USDA Forest Service

OMB 0596-0217
FS-1500-19

MODIFICATION OF GRANT OR AGREEMENT

PAGE OF PAGES

1

1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: 20-CO-11031000-002	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY: 20-0115	3. MODIFICATION NUMBER: 001
4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): Southwestern Region OGA 333 Broadway Blvd SE Albuquerque, NM 87102	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): Santa Fe National Forest 1710 N Riverside Dr. Española, NM 87532	
6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): City of Santa Fe 200 Lincoln AVE Santa Fe, New Mexico 87504-1904	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only): N/A	

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input checked="" type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD: 3/15/25
<input type="checkbox"/>	CHANGE IN FUNDING:
<input checked="" type="checkbox"/>	ADMINISTRATIVE CHANGES: Remove Forest Service Project Contact: Sanford Hurlocker
<input type="checkbox"/>	OTHER (Specify type of modification):

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.


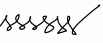
9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):
Modification is for change in performance period to the full five years of the agreement: 3/15/25. Updated the Forest Service program manager to Brandon Glenn (Email: Brandon.Glenn@usda.gov; Phone number: 505-252-2813)

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input type="checkbox"/>	Revised Financial Plan
<input checked="" type="checkbox"/>	Other: Justification of Extension

11. SIGNATURES

AUTHORIZED REPRESENTATIVE: BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A. SIGNATURE  Alan Webber (May 13, 2024 18:33 MDT) (Signature of Signatory Official)	11.B. DATE SIGNED May 13, 2024	11.C. U.S. FOREST SERVICE SIGNATURE (Signature of Signatory Official)	11.D. DATE SIGNED
11.E. NAME (type or print): ALAN WEBBER		11.F. NAME (type or print): SHAUN SANCHEZ	
11.G. TITLE (type or print): Mayor		11.H. TITLE (type or print): Forest Supervisor	
11.I. SIGNATURE  (Signature of Signatory Official)	11.J. DATE SIGNED May 13, 2024		
11.K. NAME (type or print): GERALYN CARDENAS			
11.L. TITLE (type or print): City Clerk		GB MTG 05/08/24	



11.M. SIGNATURE <u>Marcos Martinez</u> <small>Marcos Martinez (Apr 26, 2024 16:39 MDT)</small> (Signature of Signatory Official)	on behalf of	11.N. DATE SIGNED Apr 26, 2024
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11.O. NAME (type or print): ERIN K. MCSHERRY

11.P. TITLE (type or print): City Attorney

11.Q. SIGNATURE <u>Emily K. Oster</u> (Signature of Signatory Official)	11.R. DATE SIGNED Apr 26, 2024
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11. S. NAME (type or print): EMILY OSTER

11. T. TITLE (type or print): Director of Finance

12. G&A REVIEW

12.A. The authority and format of this modification have been reviewed and approved for signature by:

MARI LLITERAS
U.S. Forest Service Grants & Agreements Specialist

12.B. DATE SIGNED



USDA Forest Service

OMB 0596-0217
FS-1500-19

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.



INSTRUCTIONS FOR FORM FS-1500-19

1. Enter the original U.S. Forest Service agreement number.
2. Enter the cooperator's agreement number, if applicable.
3. Enter the number for this Modification, i.e. 01, 02, or 03. The first modification to an instrument is '01', subsequent modifications receive a subsequent modification number (for example, the fourth modification is '04').
4. Enter the address of the G&A Specialist/Signatory Official responsible for this agreement.
5. Enter the address of the U.S. Forest Service Program/Project Manager or Lead Scientist responsible for this agreement.
6. Enter the cooperator's address.
7. Enter the cooperator's HHS Sub-Account numbers, if funding is provided on this modification (for example: G2412345003) (Only used by NA/S&PF and NRS)
8. Select all boxes that apply:
 - Change in Performance = updated performance period agreed to.
 - Change in Funding = obligation OR de-obligation amount and new totals.
 - Administrative = change in pay address, administrator address, correcting typing errors, etc.
 - Other = any other modification not described, such as update new objective to study plan, change the Principle Investigator, etc.
9. Insert changes such as updated provision, tasks, or any other data needed by the modification, add additional pages as needed.
10. Check all boxes that apply and ensure to attach these documents to the modification. Other attachments could include SF-424 forms.
11. A – D, self explanatory.
11. E – H, Type or print the names of signatory officials.
12. G&A Specialist signs and dates before sending to the individuals in block 11, if all modification data are approved for signature.

CITY OF SANTA FE PROCUREMENT CHECKLIST



Contractor Name: U.S.D.A., Forest Service

Procurement/contract Title: U.S.D.A., Forest Service

Procurement Method/Vehicle: Sole Source State Price Agreement/Existing
 Cooperative Request For Proposals(RFP) Invitation To Bid (ITB) Exempt: 13-1-98
 Small Purchase (Contract Under \$60,000) Other: Collection Agreement with Vendor

Requesting Department: Public Utilities Department **Staff Name:** Alan G. Hook

Procurement Requirements: This is simply a end of contract term modification to the existing Terms of Agreement under the Collection Agreement.

Procurement files shall be maintained for all purchases and contracts, regardless of the method of procurement. The procurement files shall contain the basis on which the awards are made, all submitted bids/proposals, all evaluation materials (bid tabs or Evaluation Committee Reports), scoresheets, quotations, and all other documentation related to or prepared in conjunction with evaluations, negotiations, and the award processes. The procurements shall contain written determinations from the Requesting Departments, signed by the Chief Procurement Officers (this document), setting forth the reasoning for the contract award decisions before submitting them to the Committees.

REQUIRED DOCUMENTS FOR APPROVAL BY PURCHASING (CPD)

YES	N/A		YES	N/A	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Written Determination (srvs)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Quote(s) (3 Valid & Current for Over 20k)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	RFP - Confidential info to be provided to GB by CPD Buyer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	BAR
<input type="checkbox"/>	<input checked="" type="checkbox"/>	ITB (include bid tab)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	FIR
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other: <u>Modification of Term of Agreement</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Certificate of Insurance (srvs)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cooperative Agreements and GSAs and Statewide Price Agreements (include the cover page to show valid data page, and items to be purchased)			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Horizon Declination or Screenshot of horizonsofnewmexico.org/services.html (srvs)			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Summary of Contract (only on contracts)			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Current Santa Fe Business Registration (or Exemption if no tax)			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Executed Contract or Price Agreement (legal and contractor must sign before purchasing approves)			
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chief Procurement Officer (or designee) Approval for Exempt from Procurement (use memo on our site)			
<input type="checkbox"/>	<input type="checkbox"/>	Evaluation Committee Report (RFPs only)			
<input type="checkbox"/>	<input type="checkbox"/>	Signed Sole Source Determination, Vendor Written Quote, SS Letter from Contractors, and 30 Days Email			
<input checked="" type="checkbox"/>	<input type="checkbox"/>	>20k = Memo addressed to City Manager (Under 150K) Committees/City Council (Over 150K)			

Alan G. Hook
 Department Point of Contact

Water Resources Coordinator
 Title

April 25, 2024
 Date
4/25/24

[Signature]
 Department Director

Apr 26, 2024
 Date

 Chief Procurement Officer

 Date

N/A
 ITT Representative

 Title

 Date

 CoSF

FS Agreement No.: 20-CO-11031000-002

Cooperative Agreement No.: _____

COLLECTION AGREEMENT
Between The
CITY OF SANTA FE
And The
UNITED STATES DEPARTMENT OF AGRICULTURE,
U.S. FOREST SERVICE, SANTA FE NATIONAL FOREST

This COLLECTION AGREEMENT is hereby entered into by and between the City of Santa Fe, hereinafter referred to as the "City", and the United States Department of Agriculture (USDA), Forest Service, hereinafter referred to as the "U.S. Forest Service," under the provisions of the Granger-Thye Act, 16 U.S.C., 572.

Background: The Santa Fe Watershed is made up of the main course of the Santa Fe River plus all of the streams, arroyos, and water courses that flow into it. For thousands of years people have visited and lived along the Santa Fe River. The river has provided for wildlife habitat, drinking water, irrigation, recreation and cultural needs. Historically, its flows have been perennial or nearly perennial. Today, the river channel runs dry for much of a typical year and is prone to damaging and dangerous flash floods.

Like many cities throughout the western United States, Santa Fe's water supply is dependent upon forest health and protection from catastrophic wildfire. This agreement acknowledges goals and recommendations described in the *Santa Fe Municipal Watershed Management Plan (2013)*, a plan jointly developed between the U.S. Forest Service, the City of Santa Fe and other stakeholders to ensure the long-term sustainability of the Santa Fe Watershed. The Watershed Management Plan (WMP) provides a framework and funding mechanism for the needed long-term stewardship of the Watershed. The WMP provides recommendations for vegetation management, water resource management, public education/outreach, and funding for the work. It is unique in that it seeks to fund forest restoration activities as a protective methodology against future threats, particularly of catastrophic fire, to the municipal water supply.

Title: CITY OF SANTA FE WATERSHED PROJECT

I. PURPOSE:

The purpose of this agreement and incorporated Financial Plan, is to document the voluntary contributions of funds from the City of Santa Fe to the U.S. Forest Service to conduct



reforestation and preserve the long-term viability of the Santa Fe Watershed. In this effort, the partnership includes wildlife biologists, hydrologists, air quality specialists, habitat management, archeologists, foresters, and fire management. Each of the specialties will undertake and lead complimentary programs to ensure the conservation, protection, and restoration of the soil, riparian, water and aquatic resources of the City and the adjacent National Forest System land and grasslands. Further, this joint effort is a mechanism that supports and provides for long-term protection and sustainability of the Santa Fe Watershed.

II. THE CITY SHALL:

- A. LEGAL AUTHORITY. The City shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the nonfederal share of project costs, when applicable.
- B. PERFORMANCE. Perform in accordance with the Scope of Work and Financial Plan, Attachment A and B, respectively.
- E. PAYMENT REIMBURSEMENT. The City shall reimburse the U.S. Forest Service for the City's share of agreed upon project costs and actual expenses incurred, not to exceed **\$240,000.00**, as shown in the Financial Plan (Attachment A). The Department shall make payment upon receipt of the U.S. Forest Service's Bill for Collection.
- F. PARTICIPATE IN THE IMPLEMENTATION OF THE WATERSHED MANAGEMENT PLAN. As applicable, participate in the revision and implementation of the Watershed Management Plan 2013, including but not limited to, developing the annual work plan, participate in the vegetation treatments, conduct education/outreach, and other portions of the WMP.
- G. APPROPRIATIONS. The terms of this Agreement are contingent upon sufficient appropriations and authorization being made by the City for the performance of this Agreement. If sufficient appropriations and authorization are not made by the City, this Agreement shall terminate upon written notice given by the City to the U.S. Forest Service. The City's decision as to whether sufficient appropriations are available shall be accepted by the Contractor and shall be final.

III. THE U.S. FOREST SERVICE SHALL:

- A. Perform in accordance with the Scope of Work and Financial Plan, respectively, Attachment A and Attachment B.



- B. REIMBURSABLE BILLING. The maximum total cost liability to the City for this agreement is **\$240,000.00**. The U.S. Forest Service shall bill the City monthly upon execution of this agreement for funds sufficient to cover the costs for the specific payment period. All reimbursement billings must be completed within the same fiscal year as U.S. Forest Service expenditures. Overhead will not be assessed.

Billings must be sent to:

CITY OF SANTA FE WATER DIVISION
ATTN: ALAN G. HOOK OR MAYA MARTINEZ
SANGRE DE CRISTO WATER DIVISION
801 W. SAN MATEO ROAD
SANTA FE, N, 87504

The U.S. Forest Service is required to issue bills for expenditures incurred under reimbursable agreements at the end of or prior to the end of each fiscal year. Therefore, an out-of-cycle bill may be received by City.

If payment is not received to the satisfaction of the U.S. Forest Service by the date specified on the Bill for Collection (Form FS-6500-89), the U.S. Forest Service shall exercise its rights regarding the collection of debts owed to the United States. Conditions specified in an associated payment bond guaranteeing payment must also be met.

- C. SPECIAL BILLING REQUIREMENTS – FINANCIAL DOCUMENTATION. Reimbursable billings shall be issued at the prescribed frequency based on expenditures recorded in the U.S. Forest Service accounting system for work performed. Bills for Collection reflect an aggregate amount for the billing period. The U.S. Forest Service Transaction Register listing itemized expenses will be provided, upon request, at the end of a project or annually for long-term agreements. Provision of the Transaction Register or other supporting documentation accompanying individual bills will be limited to agreements over \$2,500.00, and only when requirements are clearly defined within this clause. The U.S. Forest Service shall provide an itemized statement of actual expenditures to the City with each Bill for Collection. The documentation provided to the City with each Bill for Collection must be uploaded onto the Natural Resource Management (NRM) System by the U.S. Forest Service Program Manager.
- C. SPECIAL BILLING REQUIREMENTS – PROGRAM DOCUMENTATION. The U.S. Forest Service Program Manager shall provide the City with a written report that meets the City's specific documentation requirements Program Progress report(s) or PPRs.



The PPRs shall be provided at the end of each specific and defined project which, correlate with the Scope of Work and the Financial Plan. The U.S. Forest Service Program Manager is responsible for uploading onto the Natural Resource Management (NRM) System any and all PPRs that have been provided to the City.

E. **SCOPE OF WORK:** Perform the necessary labor, purchase materials, and tools for the implementation of the work described in the Scope of Work (Attachment A) and the WMP.

1. Targeted acres per calendar year are identified by forest treatment type. Due to the time sensitivity of prescribed fire conditions, the targeted acres and related costs may change annually but are generally comprised of the below:

- 20 acres of thinning and piling vegetation.
- 20 acres of prescribed burn piles.
- 750 acres of prescribed broadcast burning

2. The targeted acres will be mostly within the 7,300 acres of the Lower Santa Fe Watershed Boundary (Exhibit A-Map).

3. Included in the objective is the *Pecos Wilderness Prescribed Burn Project* within the Municipal Santa Fe Watershed (see attached wilderness map that shows the targeted area in the Ponderosa Pine and Douglas Fur fuel types). However, funds for this project are not-to-exceed 20 percent of the total dollar value amount and the amount of targeted acres. The lower Santa Fe Municipal Watershed (non-wilderness area) must be achieved, when prescribed burn conditions are feasible and be conducted by the termination date of the agreement.

IV. IT IS MUTUALLY AGREED AND UNDERSTOOD BY AND BETWEEN THE PARTIES THAT:

A. **PRINCIPAL CONTACTS.** Individuals listed below are authorized to act in their respective areas for matters related to this agreement.



Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
ALAN G. HOOK , Program Manager City of Santa Fe Water Division 801 W. San Mateo Road Santa Fe, NM 87504 PH: (505) 955-4205 Fax: (505) 955-4575 AGHook@santafenm.gov	MAYA MARTINEZ , Contracting Officer City of Santa Fe Water Division 801 W. San Mateo Road Santa Fe, NM 87504 PH: (505) 955-4271 Fax: (505) 955-4575 MFMartinez@santafenm.gov

Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
SANFORD HURLOCKER District Ranger USDA Forest Service Santa Fe National Forest P.O. Box 3307 Española, NM 87533 PH: (505) 753-7331 Fax: (505) 753-9411 Sandy.Hurlocker@usda.gov	VIRGINIA HERNANDEZ Grants Management Specialist USDA Forest Service Santa Fe National Forest 11 Forest Lane Santa Fe, NM 87508 PH: (505) 842-3241 Fax: (505) 842-3111 Virginia.Hernandez@usda.gov

- B. U.S. FOREST SERVICE LIABILITY TO THE COOPERATOR. The United States shall not be liable to the City for any costs, damages, claims, liabilities, and judgments that arise in connection with the performance of work by the U.S. Forest Service or its contractors under this agreement, including but not limited to damage to any property owned by or any third party.
- D PUBLIC NOTICES. It is the U.S. Forest Service's policy to inform the public as fully as possible of its programs and activities.is encouraged to give public notice of the receipt of this agreement and, from time to time, to announce progress and accomplishments. Press releases or other public notices should include a statement substantially as follows:

"Forest Protection of the U.S. Forest Service, Department of Agriculture..."

The City may call on the U.S. Forest Service's Office of Communication for advice regarding public notices. The City is requested to provide copies of notices or



announcements to the U.S. Forest Service Program Manager and to the U.S. Forest Service's Office of Communications as far in advance of release as possible.

- E. MEMBERS OF CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.
- F. FREEDOM OF INFORMATION ACT (FOIA). Public access to agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). Requests for research data are subject to 2 C.F.R. 215.36.
- Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII, Subtitle B §8016 (2009 Farm Bill).
- G. PARTICIPATION IN SIMILAR ACTIVITIES. This agreement in no way restricts the U.S. Forest Service or the City from participating in similar activities with other public or private agencies, organizations, and individuals.
- H. ENDORSEMENT. Any of City's contributions made under this agreement do not by direct reference or implication convey U.S. Forest Service endorsement of the City's products or activities.
- I. NOTICES. Any communication affecting the operations covered by this agreement by the U.S. Forest Service or the City will be sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:
- To the U.S. Forest Service Program Manager, at the address specified in the agreement.
 - To the City, at the City's address shown in the agreement or such other address designated within the agreement.
- Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.
- J. COLLABORATION. The U.S. Forest Service and the City may mutually agree to collaborate in the review of draft publications, interpretive signs, manuscripts, and other printed material and audiovisuals prior to completion. This agreement, in and of itself, does not authorize the City's participation in the project.



- K. USE OF U.S. FOREST SERVICE INSIGNIA. In order for the City to use the U.S. Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications (Washington Office). A written request will be submitted by Forest Servicet to the Office of Communications Assistant (Washington Office) prior to use of the insignia.
- L. U.S. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIO-VISUALS, AND ELECTRONIC MEDIA. The City shall acknowledge U.S. Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this agreement.
- M. PROPERTY IMPROVEMENTS. Improvements placed by the City on National Forest System land at the direction or with the approval of the U.S. Forest Service become property of the United States. These improvements are subject to the same regulations and administration of the U.S. Forest Service as would other national forest improvements of a similar nature. No part of this agreement entitles the City to any interest in the improvements, other than the right to use them under applicable U.S. Forest Service regulations.
- N. PURCHASE OF ASSETS. Any assets (such as equipment, property, or improvements) purchased by the U.S. Forest Service with the City's contributions shall become the property of the U.S. Forest Service.
- O. TRAINING, EVALUATION, AND CERTIFICATION OF SAWYERS. Any of the City's employees, and any participants and/or volunteers engaged on behalf of the cooperator and Forest Service, who will use chain saws or crosscut saws on National Forest System lands to conduct the program of work contained in this agreement must be trained, evaluated, and certified in accordance with Forest Service Manual 2358 and Forest Service Handbook 6709.11, section 22.48b. The cooperator is responsible for providing this training, evaluation, and certification, unless the Forest Service and the cooperator determine it is not in the best interest of the partnership. In these circumstances, the Forest Service, upon request and based on availability of Agency funding and personnel, may assist with developing and conducting training, evaluation, and certification of the cooperator's employees, and any volunteers and participants engaged on behalf of the cooperator and the Forest Service, who will use chain saws or cross cut saws on National Forest System lands.
- P. OFFSETS, CLAIMS AND RIGHTS. Any and all activities entered into or approved by this agreement will create and support afforestation/ reforestation efforts within the



National Forest System without generating carbon credits. The U.S. Forest Service does not make claims of permanence or any guarantees of carbon sequestration on lands reforested or afforested through partner assistance. The U.S. Forest Service will provide for long-term management of reforested and afforested lands, according to applicable Federal statute regulations and forest plans.

- Q NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. The City shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)

To file a complaint alleging discrimination, write to: USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington DC 20250-9410 or call toll free voice (866) 632-9992, TDD (800)877-8339, or voice relay (866) 377-8642. USDA is an equal opportunity provider and employer.

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

"This institution is an equal opportunity provider."

- R. TERMINATION FOR COLLECTION AGREEMENTS. Either party, in writing, may terminate this agreement in whole, or in part, at any time before the date of expiration. The U.S. Forest Service shall not incur any new obligations for the terminated portion of this agreement after the effective date of termination and shall cancel as many obligations as possible. Full credit must be allowed for U.S. Forest Service expenses and all non-cancelable obligations properly incurred up to the effective date of termination.
- S. AGREEMENT CLOSEOUT. Within 90 days of the agreement expiration or notice of termination, the parties shall closeout the agreement. Any unobligated balance of cash advanced must be immediately refunded to the City, including any interest earned in accordance with 7 CFR. 3016.21 and 7 CFR 3019.22. Additionally, Federal financial reports (FFRs) and project performance reports (PPRs) as well as any related reports required by the terms and conditions of the agreement must be provided to the City and uploaded onto the NRM System by the U.S. Forest Service Program Manager.

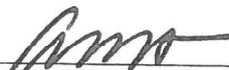


The U.S. Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit or any other extenuating circumstance as per 2 CFR 200.333 Retention Requirement for Records.

- T. DEBARMENT AND SUSPENSION. The City shall immediately inform the U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal Government according to the terms of 2 CFR Part 180. Additionally, should the City or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.
- T. MODIFICATIONS. Modifications within the scope of this agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 45 days prior to implementation of the requested change. The U.S. Forest Service is not obligated to fund any changes not properly approved in advance.
- U. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of the last signature, and is effective through **September 30, 2024**, at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.

V. APPROVAL

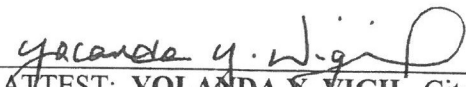
A. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.



ALAN WEBBER, Mayor
City of Santa Fe

3/3/2020

Date



ATTEST: YOLANDA K. VIGIL, City Clerk
City of Santa Fe *cmtyg 02/26/20*

3-5-20

Date



EM
APPROVED AS TO FORM:
ERIN K. MCSHERRY, City Attorney
City of Santa Fe

11/18/19
Date

Mary McCoy
MARY MCCOY, Director of Finance
City of Santa Fe
Business Unit/Line Item (52345.510300)

3/2/20
Date

J E Melonas
JAMES E. MELONAS, Forest Supervisor
USDA, Forest Service

3/13/20
Date

The authority and format of this agreement, 20-CO-11031000-002, have been reviewed and approved for signature.

Monica L. Martinez Digitally signed by Monica L. Martinez
Date: 2019.11.14 07:53:06 -07'00'

VIRGINIA HERNANDEZ
VIRGINIA HERNANDEZ
Grants Management Specialist

Date

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

**ATTACHMENT A
20-CO-11031000-002**

SCOPE OF WORK

PROJECT NAME: Fuels Reduction Project of Geographical Area Impacting the Santa Fe Watershed.

PROJECT DESCRIPTION: Fuels reduction for vegetation management in-and-around the municipal watershed, upstream of the City’s Canyon Road Water Treatment Plant depicted in Exhibit 1. The municipal watershed is divided into two management areas: 1) the non-wilderness portion of the municipal watershed consists of City and US Forest Service (USFS) lands; and, 2) the USFS wilderness portion of the area adjacent to the municipal watershed).

The main objective is to emphasize the use of thinning, fire management, and other strategies to both maintain forest health and reduce the impact of severe fire on the water supply. For the non-wilderness area the objective is long-range maintenance of the restored part of the forest while for the wilderness area and the riparian corridor the goal is to implement the strategy for management of the untreated portions of the forest. For the proposed action and analysis area see Map Exhibit 2.

ACCOMPLISHMENTS TO DATE: The attached map (Exhibit 3) shows the Santa Fe Watershed Fuel treatments funded by the City (blue hash marks) as well as those funded by U. S. Forest Service between FY 2015 to FY 2019. The table below along with the attached map depict the treatment areas for this project under agreement 15-CS-11031000-003.

2015-2018 ACCOMPLISHMENTS

<i>Timeframe</i>	<i>Acres</i>	<i>Action</i>	<i>Method</i>	<i>Funded</i>
<i>Fall 2015</i>	120	Thinning/Piling Burned Piles	Thin & Pile Hand & Aerial Ignitions	City
<i>Fall 2015</i>	844	Burned	Hand & Aerial Ignitions	City
<i>Spring 2016</i>	223	Burned	Hand & Aerial Ignitions	USFS
<i>Fall 2016</i>	2,435	Burned	Hand & Aerial Ignitions	City
<i>Spring 2017</i>	340	Burned	Hand & Aerial Ignitions	USFS
<i>Fall 2017</i>	248	Burned	Hand & Aerial Ignitions	City
<i>Spring 2018</i>	752	2 nd Entry Burn <i>K Block</i>	Hand & Aerial Ignitions	USFS
<i>Fall 2018</i>	545	2 nd Entry Burned <i>Fiber Optic Block</i>	Hand & Aerial Ignitions	City

DESCRIPTION OF THE FY 2020 – FY 2024 AREA: The prescription area is contained within the boundaries of the Espanola Ranger District, Santa Fe National Forest, in the Santa Fe

**ATTACHMENT A
20-CO-11031000-002**

SCOPE OF WORK

River drainage, approximately 3 miles east of the City of Santa Fe. The prescription area is within the County of Santa Fe.

In addition to providing recommendations for managing the municipal watershed, the fuel models proposed can also contribute to the broader pool of forest management knowledge, as there is little post-thinning forest management experience in the region.

EXPECTED RESULTS:

Within the area there are three different treatments scheduled for approximately 3,000 acres of prescribed burning and 80 acres of pile burning. Scheduled to be determined fuel conditions.

Objective 1: Briefing

Necessary ignition operations including firing methods, techniques and patterns will be described. Firing patterns and techniques will be governed by local conditions and desired results. As per the Santa Fe Watershed Prescribed Burn Plan provide an explanation the purpose and objectives of the burn to all personnel to include assignments, safety precautions, expected fire behavior outside the unit and spotting potential; communications, etc.

Objective 2: Conduct Hand Thinning Treatments (Specifications)

Goal A: Total acres of Hand Thinning in the non-wilderness area adjacent to the Santa Fe Watershed is approximately 80 acres which accounts for 10 percent leave groups in thinning units. (Thinning activities could be implemented any time of year providing favorable conditions allow.) Below are how the acreage will be treated:

- Cut ponderosa pine that are less than or equal to 12 inches diameter at breast height (DBH) and taller than 3 feet.
- Leave groups of tress that range in size from 0.25 acres to 1.0 acre in size that are irregular in shape for viable regeneration and wildlife habitat. Leave groups will total 10% of unit area and location is to be determined by contractor.
- Cut trees shall be felled within unit boundaries and away from archeological sites, roads, trails, signage, telephone/power lines, fences, and land corners. Any tree falling on such areas shall be removed.
- All cut trees shall be completely severed from the stump; hung trees shall not be permitted.
- The maximum stump height shall not exceed 8 inches above ground level or 4 inches above any natural object that would prevent severing the tree at a lower point. All live limbs below the cutting point shall be removed.
- Average slash piles will be around 5 feet in diameter and 5 feet in height.
- Piles within riparian areas will be no larger than 100 ft².

ATTACHMENT A
20-CO-11031000-002

SCOPE OF WORK

- All slash that protrudes 2 or more feet from the outer edge of the pile shall be bucked off and placed on the pile.
- Slash piles shall be placed 15 feet from ephemeral drainages, 50 feet from intermittent streams, and 100 feet from perennial streams.

Objective 3: Conduct Prescribe Burning Treatments (Specifications):

Goal A: Total 3,000 acres of prescribed burning in the Non-Wilderness and Wilderness areas in-and-around the Santa Fe Watershed on National Forest System lands. (Burning activities could be implemented any time of year providing favorable conditions allow.)

- Prescribed fire within the National Forest System lands that affects the municipal Santa Fe Watershed. This work will consist of pile and broadcast burning is burning the ground fuels with multiple entries. Low to moderate intensity which include up to 15 percent tree mortality. (See attached map, burn units will be treated as appropriate to its rotational cycle.)
- Burn unit acres, varies in size due to using geographical features for feasibility to construct control lines.
- Continue current smoke management practices as per the New Mexico Air Quality specifications.
- Continue current, post-treatment monitoring, paying special attention to invasive species.

Objective 4: Monitoring and Evaluation

Prior to ignition, comparative prescription elements are conducted, both individually and collectively, against local weather forecasts and any other predicted conditions. Therefore, monitoring and evaluation of the prescribed fires before and during treatment such as, thinning and removing small trees, monitoring the weather and paying careful attention to where smoke is going during prescribed fires is critical in minimizing some impacts to communities. All controlled burns on federal land and private woodlands must comply with the US Fish & Wildlife Service policies.

Goal A: Pre- Burn Consideration and Documentation

- Unit preparation: define line to be built, snags to be felled or protected, equipment to be prepositioned, special features to be protected, warning signs to be placed, weather recording and monitoring by utilizing photo-point.
- Fuels: knowledge and strong consideration shall be given to fuels and fuel loadings near and adjacent to the project boundary in combination with topographic features.

**ATTACHMENT A
20-CO-11031000-002**

SCOPE OF WORK

- Weather: knowledge and strong consideration shall be given to long-term drought indicators such as lack of past year snow pack(s), long term rainfall deficits, long range weather forecasts, consistently low fuel moistures, delay of green up, and current issues such as approaching frontal systems, etc.
- Evaluate fire hazard and post-fire erosion potential in pinion juniper woodlands within lower watershed and adjacent properties.
- Protect southwestern white pine during prescribed burns.
- No treatment in 4,017 acres of spruce-fir.
- Potential for fire in approximately 2,900 acres of mixed conifer, ponderosa pine and Gambel oak vegetation in the lower portion of the wilderness area above McClure Reservoir.
- Consider refining seasonal water release from McClure Reservoir.
- Remove non-native tree species growing below Nichols Dam.

Goal B: Provisions for post-burn evaluation to enable resource managers and the agency administrator to determine if project objectives have been met.

Objective 6: Riparian Area in Non-Wilderness Municipal Watershed

Plan for interagency and intra-agency pre- and post-burn coordination of the riparian area in the non-wilderness municipal watershed.

Goal A:

- Consider refining seasonal water release from McClure Reservoir.
- Remove non-native tree species growing below Nichols Dam.
- Continue monitoring for integrity of riparian function and for non-native species using the Proper Functioning Condition methodology ensuring particular attention to invasive species (i.e., cheat grass).

Goal B:

- No treatment from McClure Reservoir to Wilderness boundary.

Objective 6: Cooperation/Notification

Plan for interagency and intra-agency pre-burn coordination and, where applicable, public involvement and burn-day notification to appropriate individuals, including adjacent landowners, land managers, agencies, high power transmission line contracts, utility companies, gas companies, oil companies, plus the general public.

**ATTACHMENT A
20-CO-11031000-002**

SCOPE OF WORK

Goal A:

- Interagency and Intra-agency preborn coordination.
- Public involvement and burn-day notification.
- Media (news Releases and Public Service Announcements.
- Post-Burn Notification and/or Follow-Up.

OVERALL OBJECTIVE: Reduce hazardous fuel loading and protection of the Santa Fe Watershed and will continue to monitor the fuel conditions within the Santa Fe Watershed.

REPORTING OBJECTIVES AND MILESTONES: The parties to this agreement shall monitor the performance of the activities to ensure performance goals and milestones are achieved and met. These reports must also contain the following information:

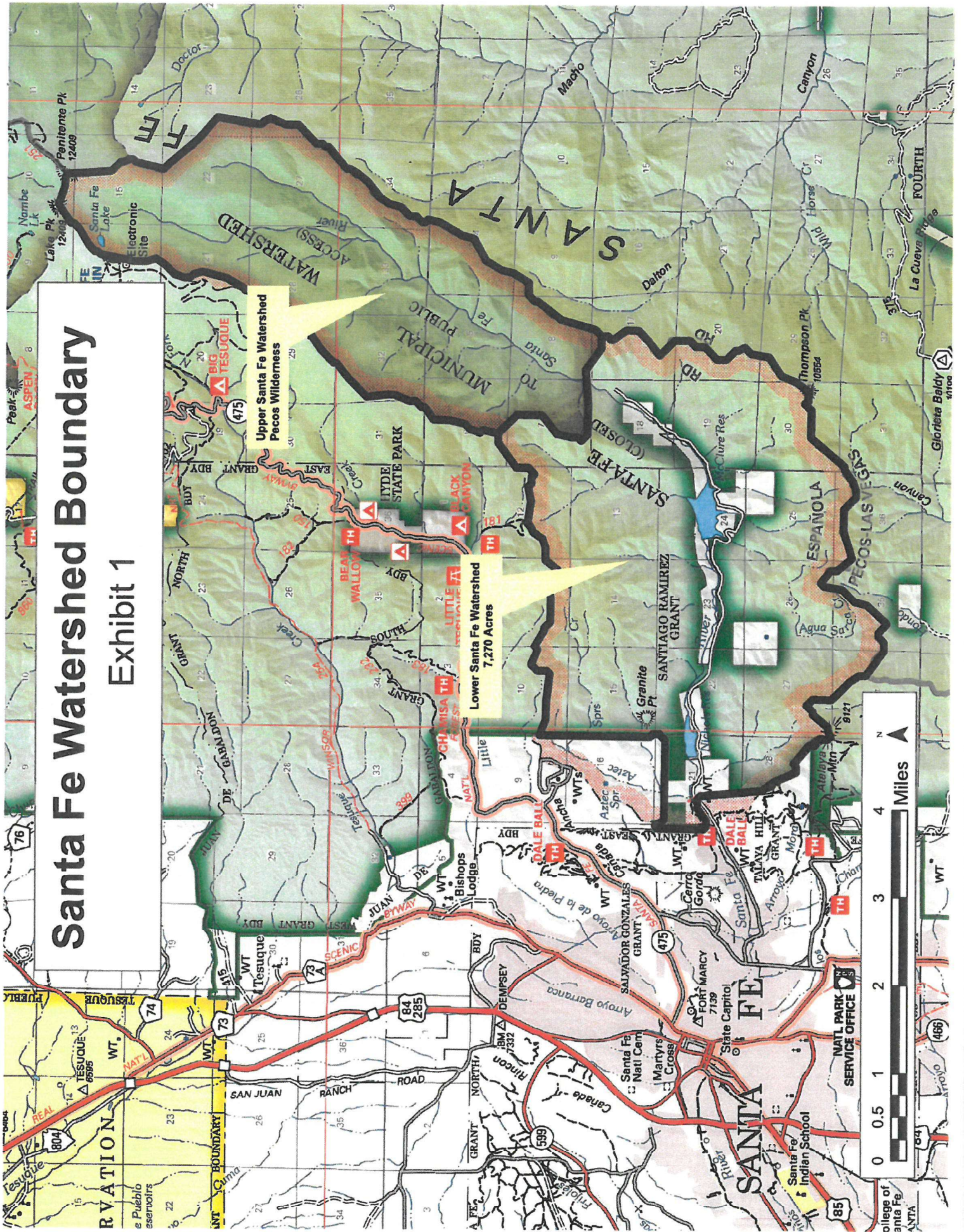
- A comparison of actual accomplishments to the goals established for the period of performance. Reports must contain numerical or quantifiable data and a correlating cost per unit of output calculated.
- Reasons for delay if established objectives/goals and/or milestones not met.
- Any additional pertinent information such as, photographs, etc.

These reports are to be provided 30 days after the reporting period or execution of a prescribed project. The final report must contain an overall summary of the project performance and provided no later than 90 days after the expiration date of the agreement.

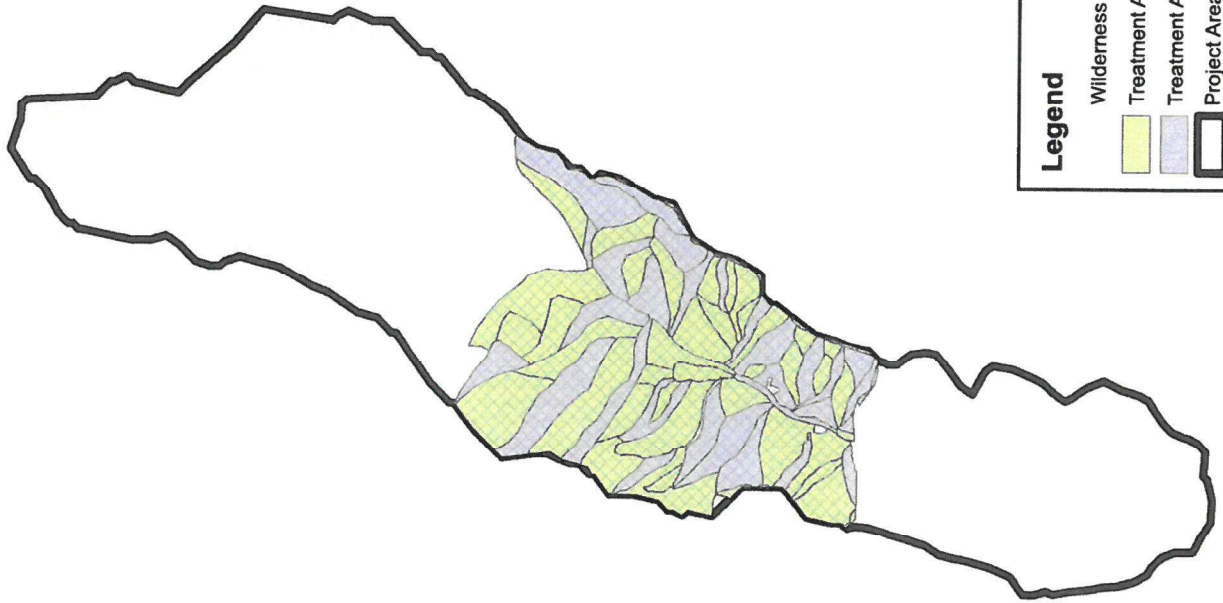
Performance reports shall be provided to the City as per requirements established and the designated Program Manager is responsible for uploading these reports onto the Natural Resource Management (NRM) System.

Santa Fe Watershed Boundary

Exhibit 1



**Santa Fe Watershed - Wilderness
Proposed Action and Analysis Area**

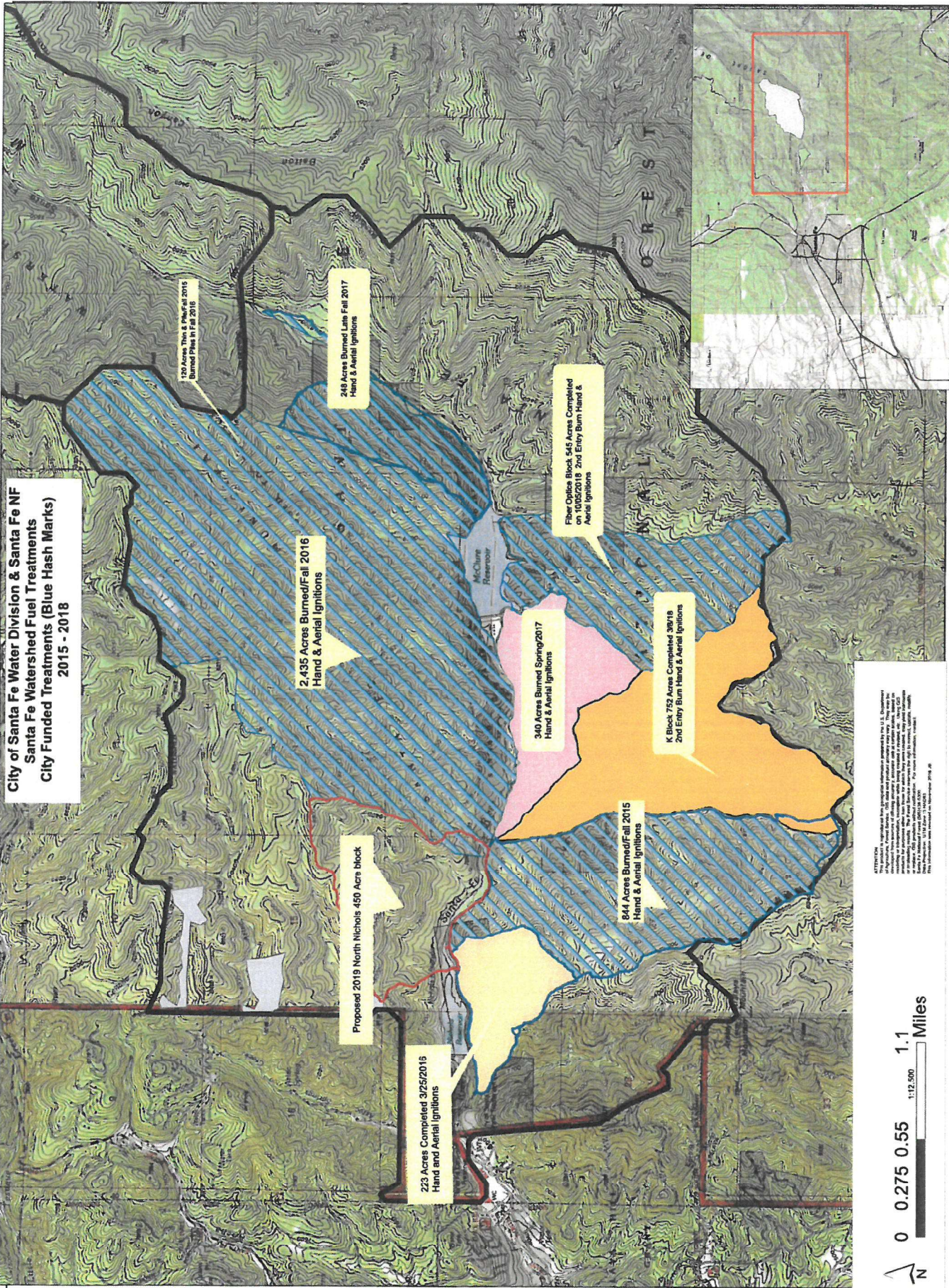


Legend

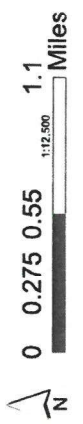
- Wilderness Area Boundary
- Treatment Area - Ponderosa Pine
- Treatment Area - Douglas-fir
- Project Area Boundary

EXHIBIT 3

**City of Santa Fe Water Division & Santa Fe NF
Santa Fe Watershed Fuel Treatments
City Funded Treatments (Blue Hash Marks)
2015 - 2018**



ATTENTION
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USDA FS Agreement #: 20-CO-11031000-002

Cooperator Agreement #

Collection Agreement Financial Plan
Cooperator and FS Contributions

COST ELEMENTS and related data		Cooperator Contribution		Cooperator Contribution		Cooperator Contribution		Cooperator Contribution		Cooperator Contribution		Total Cooperator Contribution		FS Non-Cash Contribution		Combined Subtotals	
Line Item	Cost Subtotals	FY2020	FY2021	FY2022	FY2023	FY2024	Subtotal	Subtotal	Subtotal	Subtotal	Subtotal	Subtotal	Subtotal	Subtotal	Subtotal	Subtotal	Subtotal
Resource Specialists (List all personnel):		# of Days	\$/Day														
Fuels Specialist GS-12		15.00	\$465.00	\$1,395.00	\$1,395.00	\$1,395.00	\$1,395.00	\$1,395.00	\$1,395.00	\$1,395.00	\$1,395.00	\$1,395.00	\$1,395.00	\$6,975.00	\$6,975.00	\$13,950.00	
Fuels Specialist GS-11		15.00	\$415.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$6,225.00	\$6,225.00	\$12,450.00	
Fuels Specialist GS-9		15.00	\$325.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$4,875.00	\$4,875.00	\$9,750.00	
Forester GS-12		5.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$2,325.00	\$2,325.00	\$4,650.00	
Archeologist GS-11		5.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$2,075.00	\$2,075.00	\$4,150.00	
Archeologist GS-9		15.00	\$325.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$975.00	\$4,875.00	\$4,875.00	\$9,750.00	
Archeologist GS-7		15.00	\$270.00	\$810.00	\$810.00	\$810.00	\$810.00	\$810.00	\$810.00	\$810.00	\$810.00	\$810.00	\$810.00	\$4,050.00	\$4,050.00	\$8,100.00	
Wildlife Biologist GS-12		5.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$465.00	\$2,325.00	\$2,325.00	\$4,650.00	
Wildlife Biologist GS-11		10.00	\$415.00	\$830.00	\$830.00	\$830.00	\$830.00	\$830.00	\$830.00	\$830.00	\$830.00	\$830.00	\$830.00	\$4,150.00	\$4,150.00	\$8,300.00	
Air Quality Specialist GS-11		15.00	\$415.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$6,225.00	\$6,225.00	\$12,450.00	
Habitat Management Specialist GS-11		5.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$415.00	\$2,075.00	\$2,075.00	\$4,150.00	
Fire Management officer GS-11		15.00	\$415.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$1,245.00	\$6,225.00	\$6,225.00	\$12,450.00	
Assistant Fire Management Officer GS-9		20.00	\$325.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$6,500.00	\$6,500.00	\$13,000.00	
Fire Engine Captain GS-8		20.00	\$300.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$6,000.00	\$6,000.00	\$12,000.00	
Fire Engine Operator GS-7		20.00	\$250.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$5,000.00	\$5,000.00	\$10,000.00	
Senior Firefighter GS-5		25.00	\$215.00	\$1,075.00	\$1,075.00	\$1,075.00	\$1,075.00	\$1,075.00	\$1,075.00	\$1,075.00	\$1,075.00	\$1,075.00	\$1,075.00	\$5,375.00	\$5,375.00	\$10,750.00	
Helicopter Manager GS-9		20.00	\$325.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$6,500.00	\$6,500.00	\$13,000.00	
Assistant Helicopter Manager GS-8		20.00	\$300.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00	\$6,000.00	\$6,000.00	\$12,000.00	
Helitack Crewmember GS-6		20.00	\$200.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00	\$4,000.00	\$4,000.00	\$8,000.00	
Wildland Firefighter GS-4		100.00	\$160.00	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00	\$3,200.00	\$16,000.00	\$16,000.00	\$32,000.00	
Wildland Firefighter GS-3		50.00	\$130.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$1,300.00	\$6,500.00	\$6,500.00	\$13,000.00	
Overtime for All Project Related Personnel (GS-3 to GS-13)		125.00	\$200.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00	\$25,000.00	\$25,000.00	\$70,000.00	
Subtotal Personnel:		555.00		\$22,846.00	\$22,846.00	\$22,846.00	\$22,846.00	\$22,846.00	\$22,846.00	\$22,846.00	\$22,846.00	\$22,846.00	\$22,846.00	\$139,205.00	\$139,205.00	\$298,410.00	
EQUIPMENT																	
Name and Type of Equipment:		Unit Cost	Quantity														
Chainsaw Purchase and Repair		\$1,000.00	2.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$400.00	\$2,000.00	\$2,000.00	\$4,000.00	
ATV & UTV Repair		\$925.00	6.00	\$3,550.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$5,550.00	\$5,550.00	\$11,100.00	
PSD Machine Repair		\$750.00	2.00	\$750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$3,000.00	
Subtotal, Equipment:		\$2,675.00		\$4,700.00	\$900.00	\$900.00	\$900.00	\$900.00	\$900.00	\$900.00	\$900.00	\$900.00	\$900.00	\$9,050.00	\$9,050.00	\$18,100.00	

Collection Agreement Financial Plan
 Cooperator and FS Contributions

COST ELEMENTS and related data			Cooperator Contribution Subtotal	Cooperator Contribution Subtotal	Cooperator Contribution Subtotal	Cooperator Contribution Subtotal	Cooperator Contribution Subtotal	Total Cooperator Contribution	FS Non-Cash Contribution	Combined Subtotals
Line Item	Cost Subtotals		FY2020	FY2021	FY2022	FY2023	FY2024	Cooperator Contribution	FS Non-Cash Contribution	Combined Subtotals
PERSONNEL										
Resource Specialists (List all personnel):		# of Days	\$/Day							
SUPPLIES										
Name and Type of Supplies:			Unit Cost	Quantity						
Drip Torch Fuel (Gasoline and Diesel)			\$3.66	750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,745.00	\$5,745.00
PSD Balls (Aerial Ignition)			\$0.45	20,000.00	\$1,800.00	\$1,800.00	\$1,800.00	\$1,800.00	\$9,000.00	\$15,926.82
20 Boxes/1000 PSD balls per box										
Subtotal Supplies:			\$3,172.50	\$1,800.00	\$3,172.50	\$1,800.00	\$1,800.00	\$1,800.00	\$11,745.00	\$21,671.82
CONTRACTUAL										
Describe Contracts that will most likely result from this project:										
Helicopter Availability (Including Hourly Flight Rate)			\$11,500.00	\$11,500.00	\$11,500.00	\$11,500.00	\$11,500.00	\$57,500.00	\$57,500.00	\$115,000.00
Helicopter Crew Extended Hours & Fuel Truck Mileage			\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$2,500.00	\$2,500.00	\$5,000.00
Subtotal, Contractual:			\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$60,000.00	\$60,000.00	\$120,000.00
TOTAL DIRECT CHARGES			\$42,718.50	\$37,546.00	\$38,918.50	\$38,296.00	\$37,546.00	\$218,181.82	\$240,000.00	\$458,181.82
OVERHEAD ASSESSMENT (if applicable, see FSH 1909.13)			Insert Rate Here:	10.0%						
								\$21,818.18	\$0.00	\$21,818.18
								\$240,000.00	\$240,000.00	\$480,000.00
			TOTAL PROJECT COSTS:							
										\$480,000.00

Burden Statement

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24-0330 USDA Forest Service

Final Audit Report

2024-05-14

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