

To: Edwin Roberson[eroberso@blm.gov]; Anita Bilbao[abilbao@blm.gov]
Cc: Pamela C[pjarnecke@blm.gov]
From: Ashcroft, Tyler
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[GSENM_Schedule\(2\)clean.docx](#)
[IndianCreek_Schedule\(2\)clean.docx](#)
[ShashJaa_Schedule\(2\)clean.docx](#)
[Scoping SOW.docx](#)
[Utah Monuments-Action items 1201117.docx](#)

Ed and Anita,

Attached are the documents that you requested on Friday afternoon- individual schedules for three land use plan revisions, the scoping contract statement of work, and the Utah Monuments Action Items list.

Please let me know if you need me to make any changes to these documents before they go to the Washington Office.

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Tyler Ashcroft
Project Manager
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**Grand Staircase-Escalante National Monument-
Grand Staircase, Kaiparowits, and Escalante Canyons Units and
Kanab Field Office-Escalante Area
(Federal Lands previously included in the Monument that are excluded from the Boundaries)
Resource Management Plans**

Draft Land Use Plan Revisions Schedule

Estimated Dates	Task	Notes/Assumptions
	President signs Proclamation	
	Proclamation publishes in Federal Register	Not a BLM task; however, NOI FRN notice is contingent on its publication
	Prepare NOI FRN	Task complete; undergoing department review
Publish NOI FRN		
	Notice of Termination to end Livestock Grazing Plan Amendment	Meet and or notify Cooperating agencies (State, Counties, Glen Canyon NRA) <u>prior</u> to publication
	Invite cooperating agencies to participate in planning process	Preliminary list: <ul style="list-style-type: none"> ▪ Kane County ▪ Garfield County ▪ State of Utah ▪ numerous Tribes ▪ Glen Canyon NRA ▪ Capitol Reef National Park
	Initiate Government-to-Government Tribal Consultation	
	Revise MAC Charter	To be completed by WO
	Contract for public scoping contractor assistance	Statement of work/bid/award-assumes expedited schedule
	Prepare cooperating agency MOUs	Assumes timely response by CAs to invitations
	Hold tribal listening sessions	Locations/# of meetings TBD
	Hold public scoping meetings	Proposed locations: <ul style="list-style-type: none"> ▪ Kanab ▪ Escalante ▪ Salt Lake City Note: we must have the scoping contractor on board. Management to consider bringing in a "strike team"
	End of public scoping period	Closed 15 days after last meeting. Scoping comments will likely continue to be submitted

		but will not be part of the scoping report
	Synthesize scoping comments and generate 3 publicly available scoping reports	Contractor lead effort (BLM/contractor will need CARA training) Anticipate high volume of comments
	Mineral Potential Report including Reasonably Foreseeable Development (RFD) for oil and gas	Assuming state of Utah accepts cooperating agency status, request that Utah Geologic Survey prepare MPR/RFD utilizing their own funding and staff. BLM to review and accept, consistent with BLM policy
	Coal Suitability Report or Appendix	Requirements identified in 43 CFR 3420.1-4 and 3461. <ul style="list-style-type: none"> Identify geologic areas Identify development potential Determine development mechanism (surface/subsurface) Determine suitability with resource team Completed in-house
	ACEC Nomination Evaluations	Only applies to lands excluded from GSENM- assumes no CA involvement Completed in-house
	Contract for NEPA and Planning One EIS/Four RMPs	Statement of work, government estimate, contractor evaluation. Will involve the NOC contracting
	Analysis of the Management Situation	Required by regulation 1610.4-4 Use contractor assistance and information salvageable from grazing EIS AMS
	Agency/Cooperating Agency review of AMS	Assumes concurrent review with no extensions granted-will receive request for extended review periods
	Prepare camera ready AMS	
Make AMS, ACEC Evaluations, and RFD available through e-planning		
	Alternatives Development	Working with MAC and cooperating agencies
	Preparation of DEIS/DRMPs	Impact analysis/cumulative, etc.

	Initiate USFWS Consultation	Simultaneous with other steps
	Initiate SPHO Consultation	Simultaneous with other steps
	BLM/CA/SOL/WO review of DEIS/DRMPs	Assumes concurrent reviews– will likely get requests for extension to review complex document
	Camera ready DEIS/DRMPs	Assume no additional reviews
	Draft NOA FRN package	Assumes expedited review of NOA package (not a complete routing)
Draft EIS/DRMPs		
	Public review of DEIS/DRMP	90 day public comment period (required by 1610.2(e) and public meetings/open houses Assumes no extensions of time granted
	Comment analysis	Anticipate 100,000 + comments
	Preparation of Proposed RMPs/EIS	Contractor with BLM assistance
	Preparation of Biological Assessment	Concurrent with preparation Proposed RMPs/EIS
	Cooperating agency/SOL/WO review	Assume simultaneous reviews
	Make edits to Proposed RMPs/EIS	Assumes no additional reviews
	Final EIS/Proposed RMPs NOA FRN package	Assumes expedited publication of FRN, not regular routing
Final EIS/Proposed RMPs		
	30 day protest period	Required by regulation
	60 day Governor's Consistency Review	Required by regulation– concurrent with protest period Assumes concurrence letter
	USFWS prepares BO	Simultaneous with other steps– assumes expedited review (usually requires minimum of 90 days)
	Concurrence letter from SHPO	Concurrent with other tasks
	ROD NOA package to WO	Assumes expedited review
	WO resolves Protests	Expedited review schedule– concurrent with latter half of Governor's consistency review
	Prepare Four ARMPs/RODs	
	ARMPs/RMPs review	SOL review, director's briefing etc.
	Camera Ready ARMPs/RODs	Assumes no additional reviews
Sign 4 RODs/Approved RMPs		

Utah Monuments-Ongoing actions
12/11/2017

Workforce Planning

1. Identify resources needed for planning and management of Utah monuments
2. Determine organizational/structural changes needed to balance resources
3. Identify key positions, available finances, hiring priorities, and begin recruitment process

Land Use Planning

1. Draft three Federal Register Notices
 - a. Submitted to Department on 12/5
2. Forest Service Coordination (Shash Jaa unit only)
3. Develop preliminary planning schedules
4. Initial cost assessments
 - a. Identification of funding resources (including year 1 projections)
 - i. GSENM grazing EIS- 240,000
 - ii. Other BLM Utah sources- ?
 - iii. WO funding sources- ?
5. Develop scoping contract (statement of work, government estimate, contractor evaluation)
 - a. Public scoping meetings (logistics, facilitation, presentation materials, notes, etc.)
 - i. Identification of meeting locations
 1. Shash Jaa- Bluff, Blanding, Salt Lake City, Windowrock, Tuba City
 2. Indian Creek- Monticello, Salt Lake City
 3. GSENM units and KFO- Kanab, Escalante, Salt Lake City
 - b. Public comments
 - i. Parse, review, and 3 separate scoping reports
 - ii. Schedule training for NTC training for Content Analysis Review Application (CARA)
 - c. Tribal Listening Sessions and/or initial government-to-government consultation
 - i. Individual meetings with Tribal leaders at each reservation; and/or
 - ii. Combined listening session at centralized location
6. Cooperating Agency Invitations and MOUs
 - a. Preliminary list of CAs for each planning area have been identified, draft CA invitation
7. Reasonably Foreseeable Development/Coal Suitability/Mineral Potential Report for KFO lands
 - a. Determine scope and cost
 - b. Solicit assistance- (recommend Utah Geological Survey)
8. Planning Contract (statement of work, government estimate, contractor evaluation)
 - a. Three separate contracts, will require NOC participation
9. GSENM Grazing EIS notice of termination
 - a. Pre-termination meetings with GCNRA and CAs

Implementation-Level Travel Management Planning

1. Identify preliminary travel management areas (TMAs) for each RMP/EIS and present during scoping

2. Develop initial cost estimates for each TMA
3. Develop preliminary schedule for completion of travel plans
4. Develop scoping contract (statement of work, government estimate, contractor evaluation)
5. Initiate travel planning process for one more priority TMAs, including route identification and evaluation

Monument Advisory Committee

1. GSENM
 - a. MAC charter being revised by WO. Will be send through Ed for review.
 - b. No FRN required
2. BENM
 - a. MAC charter and Federal Register Notice Package to be prepared by the BLM Utah or WO in coordination with Utah congressional representatives (as directed by Brian Steed). (To be completed by Washington Office)

Litigation Support

1. Five lawsuits have been filed (GSENM NGOs, GSENM partners, BENM Inter-Tribal Coalition, Patagonia et al, BENM NGOs)
 - a. Provide SOL w/litigation support

Public Affairs

1. Post existing proclamations and maps to website
2. Develop new downloadable printable maps for website and distribution
3. Replace existing interactive maps
4. Develop new website content/materials
5. Develop land use planning Notice of Intent press releases and communication plans
6. Develop public meeting press releases, communication plans, and presentation materials
7. Assist with legislative reports connected to Utah monuments

Other BENM and Monticello Field Office Interim Management Actions

1. Forest Service Coordination
2. Bears Ears Commission Meeting
3. Signs
 - a. Confirm sign design
 - b. Identification locations (initial sign plan)
 - c. Order and install signs
4. Ongoing projects
 - a. Cultural resource projects (cultural landscape assessment, ethnobotany study, ethnographic study, Class I overview, OHV impact study, rock art assessment)
 - b. Recreational developments (Shay Canyon, House on Fire, Grand Flats, Superbowl)
 - c. Kane Gulch seasonal housing
 - d. Other projects- Daneros mine plan, Goosenecks campground, motorized special recreation permit (SRP) EA, Dark Canyon/White Canyon SRP EA, recreation business plans for cedar mesa and BENM, and national monument units

Other GSENM and Kanab Field Office Interim Management Actions

1. Utah RMP Settlement mandated travel management plans (KFO)
2. Utah Settlement mandated ACEC evaluation (KFO)
3. Alton Coal lease by application (KFO)
4. Utah R.S. 2477 litigation support- bellwether trial
5. Hole-in-the-rock road and trailheads (GSENM)

STATEMENT OF WORK

PUBLIC SCOPING FOR RESOURCE MANAGEMENT PLANS

UTAH NATIONAL MONUMENT MODIFICATIONS

I. Introduction

The Bureau of Land Management (BLM) is proposing to prepare multiple land use plan revisions as required by Presidential Proclamations [*insert numbers*] which modified the boundaries of the Bears Ears (BENM) and Grand Staircase Escalante (GSENM) National Monuments. With this statement of work, the BLM is soliciting assistance with formal scoping, as required NEPA regulations (40 CFR 1501.7) and the BLM planning regulations (43 CFR 1610.2 and 43 CFR 1610.4-1).

II. Background

On December 4, 2017 President Donald Trump signed Proclamations [*insert numbers*] modifying the boundaries of the BENM and GSENM. Both proclamations, direct the BLM to prepare land use plans. In accordance with this direction, the BLM is initiating multiple land use plan revisions, which are discussed in the sections below.

Bears Ears National Monument

Presidential Proclamation [*insert number*] modified the BENM and creating two separate units known as the Shash Jaa unit and Indian Creek unit. The BLM plans to prepare separate resource management plans (RMP) and environmental impact statements (EIS) for each unit.

Shash Jaa Unit

The Shash Jaa Unit includes approximately 142,000 acre of land, including 97,393 acres of BLM-administered land, 32,587 acres of National Forest System Land (managed by the Manti La-Sal National Forest), 1,694 acres of private land, and 10,663 acres of State land. The unit is jointly managed by BLM and USFS, with each agency retaining management responsibility for portions of the unit that fall under their respective jurisdictions. The Shash Jaa Unit is located on public lands in San Juan County, Utah directly east of Natural Bridges National Monument. The RMP for this unit will be completed in coordination with the Manti-La Sal National Forest.

The Indian Creek Unit

The Indian Creek Unit includes 86,447 acres of land, including 71,896 acres of BLM-administered land, 4,936 acres of private land, and 9,618 acres of state land. The unit is located in San Juan County, Utah and is contiguous with Canyonlands National Park, Needles District.

Grand Staircase Escalante National Monument

Presidential Proclamation [*insert number*] modified the GSENM and creating three separate units- Grand Staircase, Kaiparowits, and Escalante Canyons. The BLM intends to prepare RMPs for each unit, and federal lands previously included in the GSENM that are excluded from the boundaries. The excluded lands are likely be managed by the Kanab Field Office. The BLM will prepare a single Environmental Impact Statement (EIS) to satisfy the NEPA requirements for these RMPs.

III. Tasks

This statement of work is limited to task associated within formal scoping for the three planning efforts described above. Additional statements of work will be prepared for by the BLM in association with preparation each RMP/EIS.

Task 1: Public Meetings

The contractor shall organize, design, arrange logistics for, help facilitate, record, and provide meeting records for formal scoping meetings associate with three RMP/EISs. Scoping meetings will likely be held at the following locations:

BENM Shash Jaa Unit RMP/EIS

- Blanding, UT
- Bluff, UT
- Salt Lake City, UT
- Window Rock, AZ
- Tuba City, AZ

BENM Indian Creek Unit RMP/EIS

- Monticello, UT
- Salt Lake City, UT

GSENM- Grand Staircase, Kaiparowits, Escalante Canyons Units and public lands excluded from the modified boundaries RMPs/EIS

- Kanab, UT
- Escalante, UT
- Salt Lake City, UT

The BLM will review and approve all scoping materials prior to the meetings. The BLM ID team will be available to answer public questions at all meetings.

Quality Standard: Meeting logistics, including securing meeting locations, are arranged with assistance from the BLM at least 30 days prior to the date of scoping meetings. All presentation materials are developed to meet agency standards and information is clearly understood with no misstatements and/or omissions. Input will be solicited and recorded at meetings to identify issues, possible alternatives, public or cooperating agency concerns, and additional information for inclusion into the meeting records.

Deliverables: Contractor shall provide all logistics and presentation materials (maps, graphics, comments sheets, etc) for public scoping meetings (BLM will provide GIS data layers to the contractor for map production); and shall facilitate, record, and provide meeting records to BLM.

Due Date: Task to be initiated within 20 work days of contract award.

Task 2: Scoping Report

Contractor shall prepare three scoping reports (one for each individual RMP/EIS effort) following the conclusion of the scoping period. Comments may be received in hard copy format via mail and/or in electronic format through the BLM's e-planning website. The Contractor will be required to assist the BLM with comment analysis and review. Initial comment analysis will be completed using the agencies Content Analysis Review Application (CARA) software (a component of e-planning), or with agency permission, a similar acceptable text analysis software program. If use of CARA is required, the contractor will be required to obtain e-planning access and receive any necessary training. Once electronic text analysis has been completed, the contractor will be required to manually review, parse, code, analyze, and summarize substantive comments.

Substantive comments identified through the parsing process will be organized and summarized into three individual draft scoping reports. A draft analysis of the comments will also be provided. The BLM will

provide comments on the draft scoping report and analysis, which will then be finalized for public release/review.

Quality Standard: Scoping reports shall include a summary of all written, electronic, and verbal information obtained through formal scoping. The Scoping reports will describe the scoping process, identify the issues derived from the comments, and provide analysis of the comments received. An electronic version (PDF) of the reports shall be provided to the BLM.

Deliverables: Three draft and final electronic scoping reports containing all written, electronic, and verbal scoping comments received, scoping meeting records, and recommended and refined issues and planning criteria that is compliant with section 508 standards.

The contractor will provide the BLM with an updated mailing list for each RMP/EIS.

Due Date: Draft scoping reports shall be completed and an electronic copy delivered to the BLM within a negotiated time frame (contingent on the number of comments) likely within 30 days of the close of the public scoping period. Final scoping reports will be delivered approximately 15 day after receipt of agency comments on the draft reports.

IV. Government Furnished Materials

The Contractor will furnish all personnel, equipment, supervision, transportation, supplies, and incidentals except those specifically indicated as government-furnished to perform all work necessary to complete contract work, in accordance with GSA FSS Contract and Task Order awarded through this solicitation. The following describes government-furnished materials.

Press Release: The BLM will prepare all public scoping press releases and prepare and mail scoping letters (as determined necessary).

Background Materials: The BLM will provide the contractor with background information needed to develop presentation materials.

Geographic Information Systems (GIS): The BLM will provide the contractor with all GIS layers needed to create presentation materials.

V. Tentative Schedule

Prospective Contractors should use the following timeframes in their proposals:

Table 1: Public Meetings Tentative Schedule

RMP/EIS	Tentative Date	Tentative Meeting Location
Shash Ja Unit RMP/EIS	TBD	Bluff, UT
	TBD	Blanding, UT
	TBD	Salt Lake City, UT
	TBD	Window Rock, AZ
	TBD	Tuba City, AZ
Indian Creek Unit RMP/EIS	TBD	Monticello, UT
	TBD	Salt Lake City, UT
	TBD	Kanab, UT
	TBD	Escalante, UT

RMP/EIS	Tentative Date	Tentative Meeting Location
GSENM units and excluded lands	TBD	Salt Lake City, UT

The Contractor and the BLM will come to agreement on public meeting dates.

VI. General Standards for Contract Performance & Submission of Deliverables

The Contractor is responsible for timely submission of deliverables identified in this Statement of Work. A detailed schedule for due dates for deliverables will be agreed to by BLM and the Contractor following issuance of the contract. If a Contractor deliverable is dependent on the provision of materials, data, information by the BLM, due dates for the BLM provision of these materials will be developed as well. If the BLM does not meet agreed upon due dates, contractor due dates will be adjusted accordingly. It is not acceptable if a product is turned in to meet a time frame but does not meet the content requirements (and needs) of the task or document.

All submitted deliverables must:

1. Meet BLM requirements (quality standards), as required by laws, regulations and guidance, and
2. Be approved by BLM staff and COR/PI.
3. Be primarily in either PDF or Word format, depending on agreed upon format for each deliverable.

General submission guidelines

Internal draft documents: The Contractor will provide BLM with electronic submission of draft review documents (i.e., three draft scoping reports).

Reviews: The BLM will review all internal draft documents within 15 days of receipt unless otherwise specified. Generally, one review will be sufficient. However, based upon the amount or complexity of the BLM's revision comments, the BLM shall have the option of reviewing drafts until they are revised to BLM's satisfaction. The Contractor, upon receipt of the BLM's comments, will generally have 15 days to respond (unless otherwise specified) with the necessary written revisions.

Printing: The BLM is responsible for printing any hard copy documents. The Contractor will provide the BLM with a camera-ready, electronic copy of the document in requested software applications.

Miscellaneous Public Involvement Deliverables: The Contractor shall be prepared to develop presentation components and assist with planning of scoping meetings. All materials and information submitted for posting to the BLM's website will meet all required federal, state and local regulations, including Section 508 of the Rehabilitation Act of 1973 (29 U.S.C. 794d) addressing access of information and information technology by the disabled, and 43 Code of Federal Regulations, Part 1600. See website: <http://www.section508.gov> for information regarding Section 508.

Project proposals shall be addressed to the following address:

Bureau of Land Management
Utah State Office
Attn: Utah Monument Modifications RMPs/EISs
440 West 200 South Suite 500

Salt Lake City, UT 84101

A BLM COR will be assigned to this project and a letter of designation will be attached to the award document.

Evaluation Factors

NEED TO COMPLETE THIS SECTION

Government Cost Estimates

NEED TO COMPLETE THIS SECTION

THIS INFORMATION WILL BE INCLUDED IN A SEPARATE DOCUMENT. COST WILL BE DICTATED BY THE NUMBER, TIMING, AND LOCATION OF PUBLIC MEETINGS; THE MEETING FORMAT (OPEN HOUSE, PUBLIC LISTENING SESSIONS WITH RECORDER, OR COMBINATION); AND, THE NUMBER OF PUBLIC COMMENTS (TOTAL SUBMISSIONS AND UNIQUE/SUBSTANTIVE COMMENTS).

INITIAL COST ESTIMATE IS 100-160K.

VII. VIII. Contracting Officer's Representative (COR)

The Contracting Officer's Representative (COR) will be identified in a letter.

Task 1: Scoping Meetings

Labor Estimate					
FSS Labor Category*	FSS Price	Percent Discount	Order Price/Hour	Hour Quantity	Total
Project Manager			\$120.00		
Facilitator			\$110.00		
GIS Specialist			\$90.00		
Writer Editor			\$70.00		
Clerical Support			\$50.00		

Task 2 Scoping Report

Labor Estimate					
FSS Labor Category*	FSS Price	Percent Discount	Order Price/Hour	Hour Quantity	Total
Project Manager			\$120.00		
Resource Specialist (Cultural)			\$90.00		
Resource Specialist (Biological)			\$90.00		
Resource Specialist (Recreation)			\$90.00		
Writer Editor			\$70.00		

Clerical Support			\$50.00		
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