

Task Agreement Number P15AC00741/UNM-114
Under
Cooperative Agreement P14AC00921
Between
The United States Department of the Interior
National Park Service
And
University of New Mexico
DUNS No: 868853094
Office of Sponsored Projects
MSC01 1247
1700 Lomas Blvd. NE, Ste. 2200
Albuquerque, NM 87131

CFDA: 15.945

Project Title: **A Vegetation Map for Guadalupe Mountains National Park: Final Products Support**

Park Unit: Guadalupe Mountains National Park

PI: Dr. Esteban Muldavin, muldavin@sevilleta.unm.edu, 505.277.3822, ext. 228

ATR: Janet J. Coles, Janet_Coles@nps.gov, 915-828-3251 ext. 2400

Amount of Federal Funds Obligated: \$30,311

Total Amount of Task Agreement Award: \$30,311

Funding sources: ONPS, Chihuahuan Desert Network Inventory / Monitoring Program and Guadalupe Mountains NP

Period of Performance: June 1, 2015 through May 30, 2017

Student Involvement: Yes

Sensitive Information: No

ARTICLE I – BACKGROUND AND OBJECTIVES

Cooperative Agreement Number P14AC00921 was entered into by and between the Department of the Interior, National Park Service, (NPS), and University of New Mexico (hereafter referred to as ‘Recipient’) for the purpose of providing research, technical assistance, and/or education, as described below. Unless otherwise specified herein, the terms and conditions as stated in the Cooperative Agreement will apply to this Task Agreement.

For performance under this task agreement, the regulations set forth in 2 CFR, Part 200, supersedes OMB Circulars A–21 (2 CFR 220), A–87 (2 CFR 225), A–110, and A–122 (2 CFR 230); Circulars A–89, A–102, and A–133; and the guidance in Circular A–50 on Single Audit Act follow-up. The recipient shall adhere to 2 CFR, Part 200 in its entirety

in addition to any terms and conditions of the master agreement not superseded by 2 CFR 200, as well as the terms and conditions set forth in this agreement. In the event of a conflict between the original terms of the master agreement and 2 CFR, Part 200, relating to this task agreement, 2 CFR, Part 200 shall take precedence.

Project Title: A Vegetation Map for Guadalupe Mountains National Park-Final Products Support

Project Description: The purpose of this project is to develop a vegetation map for Guadalupe Mountains National Park. This task agreement will complete the Vegetation Map and Classification for Guadalupe Mountains National Park. The final steps include review and analysis of the map accuracy data, adjustments to the spatial data (map), completion of the final report, and publication.

The project will directly benefit the public by engaging the University of New Mexico in shared environmental stewardship of the park and its vegetation. This project also assists in the creation, promotion, facilitation, and/or improvement of the public's understanding and appreciation of the vegetation, ecology, and fire history of Guadalupe Mountains National Park. All products of this project will be available to the public at no cost in multiple formats.

ARTICLE II – LEGAL AUTHORITY

54 U.S.C. §101702(a) Cooperative Agreements, Transfer of Services Appropriate Funds
54 U.S.C. §101702(b) Cooperative Agreements, Cooperative Research and Training Programs
54 U.S.C. §100703 Cooperative Study Units

ARTICLE III – STATEMENT OF WORK

- A. Statement of work: The vegetation map for Guadalupe Mountains National Park (GUMO) is in its final phases of completion with accuracy assessment completed by the end of the calendar year 2015. This project builds on the work done under TA J7170050041 (UNM-16), signed in 2008. Several tasks remain which UNM, through its program Natural Heritage New Mexico (NHNM), propose to complete under this project. These tasks include the accuracy assessment analysis and editing/production of final documents and reports, supporting plot databases and the geo-database.
- B. Project schedule and products
(Metadata must be provided for all data sets, as appropriate):

1. Vegetation Data

- Vegetation plot data, both classification and accuracy assessment (AA) plots, will be delivered in a NPS PLOTS 3.0 database. Scanned copies of actual field notes and field data sheets for archiving with Chihuahuan Desert Network (CHDN) I&M Program. Review of AA data by UNM and the park POC will be complete by November 30, 2015.

2. Reports

- A draft final report will be provided with details on the methods, vegetation classification, vegetation legend, and accuracy assessment. This document will be prepared to Natural Resource Report (NRR) specifications (<http://www.nature.nps.gov/publications/nrpm/index.cfm>). A draft of this document, with associated appendices and digital map posters, will be forwarded to CHDN and Guadalupe Mountains NP POC for review by June 30, 2016. A digital format of the final report will be delivered to the CHDN Network coordinator and park POC by September 30, 2016.
- Two full-sized color Guadalupe Mountains NP vegetation maps copies at both Level 1 and Level 2 (following review of digital drafts above). Sept 30, 2016.

3. Imagery

- Non-proprietary remotely-sensed imagery (photography and/or satellite imagery) will be provided to the CHDN Inventory & Monitoring program for archiving by September 30, 2016.

4. GIS Data

- GIS spatial and data layers will be provided in a (ESRI ArcMap geodatabase, NAD83 Zone 13N datum, Transverse Mercator projection), to the CHDN Inventory & Monitoring program and the park POC for archiving by September 30, 2016.

CHDN staff and the Park POC will confer on the products and approve them or suggest any needed changes. Once the products are accepted by the POC, the ATR will forward copies to the Contracting Officer with appropriate suggestions for approval. The approved report will be entered to NatureBib, Google Scholar, and Web of Science by NPS and archived at the NPS Technical Information Center.

C. Recipient agrees to:

1. Analyze the accuracy assessment data and compute a confusion matrix. The NPS standard for classification accuracy is 80%. In cases where the 80% standard is not met, the recipient will work with the park to make changes to

the classification to improve accuracy or agree to accept a lower accuracy in order to maintain map detail.

2. Conduct a post-accuracy assessment review with GUMO staff to resolve accuracy errors, finalize the map legend and cartographic elements of the map
3. Compile and complete the accuracy assessment chapter for the Natural Resources Report (NRR)
4. Compile and edit all chapters and appendices for the NRR and deliver to NPS for review
5. Populate the NPS Plots database and deliver for review
6. Deliver an NPS-compliant geodatabase for the project, and deliver for review
7. Produce final vegetation map posters that meet NPS requirements and submit for review
8. Respond to NPS NRR Editor comments on final manuscript
9. Incorporate text and formatting review comments and deliver final NRR manuscript in PDF format ready to upload and print.

D. NPS agrees to:

1. Provide data management and GIS support, as available.
2. Provide experts to participate in analyzing the accuracy assessment results and recommending adjustments to the map and other products.
3. Provide content review of draft final report and coordinate technical review of NRR formatting by NPS publications office.

CHDN I&M Program will:

1. Provide overall project coordination and oversight.
2. Ensure all data from project are entered into CHDN I&M data management records.
3. Ensure all data is entered into NPSpecies
4. Ensure appropriate products (reports, peer-reviewed journal article, etc) are entered into Nature BIB

Guadalupe Mountains NP will:

1. Preview and QA/QC map accuracy assessment field data before the error matrix is generated
2. Participate in the resolution of errors identified by the map accuracy assessment process
3. Review draft reports, maps, data, keys, and other products

The PI will coordinate work schedules with the POC. Methodology changes and changes involving schedule and financial matters will be carried by the ATR to the CO for their consideration and approval.

E. Special Considerations

All original materials, visual aids, software, and text developed in performance of the task listed herein will be the property of the government and will not be used, distributed, or published by the contractor or any of his employees, direct or indirect, without specific permission of the NPS. Visuals will be provided to CHDN as one set of color slides or digital copies (as jpg files).

The contractor or persons employed by or in any way responsible to the contractor in respect to accomplishment of this SOW shall make themselves available to respond to technical issues. Technical issues are perceived to be any operational or structural difficulty encountered in explaining results and methods.

The contractor shall, without additional expense to the government, be responsible for obtaining any necessary licenses and permits, and for complying with and federal, state, and local laws, codes, and regulations applicable to the performance of this work.

Reproduction of documents shall conform as follows:

Size: final trim size of deliverables shall be 8.5 x 11 inches.

Foldouts: The contractor shall avoid the excessive use of oversized illustrations, charts, maps, or art work. Whenever possible, foldouts shall not exceed 11 x 17 inches with maximum image size of 9.75 x 15.5 inches. For pages exceeding this size, the contractor shall provide pockets or similar devices to contain these pages within bound reports.

Printing: Draft documents should be double-sided pages, double-spaced. Subsequent preliminary final and final documents should be double-sided, and single-spaced.

ARTICLE IV – TERM OF AGREEMENT

This Task Agreement will become effective on the date of final signature and extend through May 30, 2017.

ARTICLE V – KEY OFFICIALS

A. Key officials are essential to ensure maximum coordination and communication between the parties and the work being performed. They are:

1. **For the NPS:**

Agreement Technical Representative and Park POC/Technical Expert:

Janet J. Coles
Chief of Resource Management
Guadalupe Mountains National Park
400 Pine Canyon Drive
Salt Flat, TX 79847
Phone: 915-828-3251 ext. 2400
Fax: 915-828-3269
Email: janet_coles@nps.gov

Awarding Officer:

Kelvin A. Delaney
Financial Assistance Officer
National Park Service
Intermountain Region
12795 W. Alameda Parkway
Lakewood, CO 80228
Phone: 303-969-2796
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Email: kelvin_delaney@nps.gov

CPCESU Research Coordinator:

Todd Chaudhry, Ph.D.
Research Coordinator
Colorado Plateau Cooperative Ecosystem Studies Unit
National Park Service
Northern Arizona University
PO Box 15018
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Phone: 928-523-6638
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2. **For University of New Mexico:**

Principal Investigator:

Dr. Esteban Muldavin
Director
New Mexico Natural Heritage Program
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167 Castetter Hall
Albuquerque, NM 87131
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Unit Administrative Contact:

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University Administrative Contact:

Timothy Wester
UNM Office of Sponsored Projects
1700 Lomas Blvd NE, Suite 2200
1 University of New Mexico, MSC01 1247
Albuquerque, NM 87131
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E-mail: twester@unm.edu

- B. **Communications** - Recipient will address any communication regarding this Agreement to the Awarding Officer with a copy also sent to the ATR. Communications that relate solely to routine operational matters described in the current work plan may be sent only to the ATR
- C. **Changes in Key Officials** - Neither the NPS nor Recipient may make any permanent change in a key official without written notice to the other party reasonably in advance of the proposed change. The notice will include a justification with sufficient detail to permit evaluation of the impact of such a change on the scope of work specified within this Agreement. Any permanent change in key officials will be made only by modification to this Agreement.

ARTICLE VI – AWARD AND PAYMENT

- A. Financial Assistance: NPS will provide funding to Recipient in an amount not to exceed \$30,311 for the work described in Article III and in accordance with the approved budget (Attachment A). Any award beyond the current fiscal year is subject to availability of funds.
- B. Recipient shall request payment in accordance with the following:

1. **Method of Payment.** Payment will be made by advance and/or reimbursement through the Department of Treasury's ASAP system.
2. **Requesting Advances.** Requests for advances must be submitted via the ASAP system. Requests may be submitted as frequently as required to meet the needs of the FA Recipient to disburse funds for the Federal share of project costs. If feasible, each request should be timed so that payment is received on the same day that the funds are dispersed for direct project costs and/or the proportionate share of any allowable indirect costs. If same-day transfers are not feasible, advance payments must be as close to actual disbursements as administratively feasible.
3. **Requesting Reimbursement.** Requests for reimbursements must be submitted via the ASAP system. Requests for reimbursement should coincide with normal billing patterns. Each request must be limited to the amount of disbursements made for the Federal share of direct project costs and the proportionate share of allowable indirect costs incurred during that billing period.
4. **Adjusting payment requests for available cash.** Funds that are available from repayments to, and interest earned on, a revolving fund, program income, rebates, refunds, contract settlements, audit recoveries, credits, discounts, and interest earned on any of those funds must be disbursed before requesting additional cash payments.
5. **Bank Accounts.** All payments are made through electronic funds transfer to the bank account identified in the U.S Treasury ASAP system by the FA Recipient.
6. **Supporting Documents and Agency Approval of Payments.** Additional supporting documentation and prior Agency (NPS) approval of payments may be required when/if a FA Recipient is determined to be "high risk" or has performance issues. If prior Agency payment approval is in effect for an award, the ASAP system will notify the FA Recipient when they submit a request for payment. The Recipient must then notify the NPS Awarding Officer identified on the Assistance Agreement that a payment request has been submitted. The NPS Awarding Officer may request additional information from the Recipient to support the payment request prior to approving the release of funds, as deemed necessary. The FA Recipient is required to comply with these requests. Supporting documents may include invoices, copies of contracts, vendor quotes, and other expenditure explanations that justify the reimbursement requests.

ARTICLE VII – REPORTS AND/OR DELIVERABLES

- A. Specific projects or activities within this agreement will be tracked and reported by quarterly submission of a SF-425 Federal Financial Report (FFR) and quarterly submission of a Performance Report. A final SF-425 and Performance Report shall be submitted at the completion of the Agreement. The following reporting period end dates shall be used for interim reports: 3/31, 6/30, 9/30, 12/31. For final the SF-425 and Performance Report, the reporting period end date shall be the end date of the agreement. Interim reports shall be submitted no later than 30 days after the end of each reporting period. Annual and final reports shall be submitted no later than 90 days after the end period date. All reports shall be submitted via email to the NPS Awarding Officer with a copy to the NPS Agreements Technical Representative via email.
- B. An electronic version of the final report and separate abstract suitable for public distribution will be submitted by the Recipient to the ATR. The ATR will send the final report electronically to NPS's Technical Information Center and carbon-copy the CESU Research Coordinator. Please send Catherine Kisluk at Technical Information Center (TIC) one hard copy and one digital copy of the final report and abstract. Mail the hard copy to: NPS Technical Information Center (TIC) 12795 West Alameda Parkway, Lakewood, Colorado 80228
Attn: Catherine Kisluk and email the digital version to catherine_kisluk@nps.gov and cc the CESU Research Coordinator.
- If the report does not contain sensitive material, the Research Coordinator will send it to the host university for posting on the CESU website. If it does contain sensitive material, then a brief abstract must be supplied that will be posted on the CESU website.
- C. Detail other reports/items as described in the statement of work. Final products (spatial and tabular data, report) will be made available on the NPS Vegetation Mapping website (<http://science.nature.nps.gov/im/inventory/veg/products.cfm>).

ARTICLE VIII – MODIFICATION AND TERMINATION

This Task Agreement may be modified at any time, prior to the expiration date, by the mutual concurrence of the Recipient and the NPS. Modifications will be in writing, approved and signed by the NPS Awarding Officer and the Recipient's signatory official.

ARTICLE IX – GENERAL PROVISIONS

1. **OMB Circulars and Other Regulations.** The following Federal regulations are incorporated by reference into this Agreement (full text can be found at <http://www.ecfr.gov>):

a) **Administrative Requirements:**

2 CFR, Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, in its entirety;

b) **Determination of Allowable Costs:**

2 CFR, Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E;

and

c) **Audit Requirements:**

2 CFR, Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F.

ARTICLE IX – ATTACHMENTS

The following documents are attached and made a part of this Task Agreement:

- A. Detailed Budget and Justification
- B. SF-424s

ARTICLE X - SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Task Agreement on the date(s) set forth below.

FOR RECIPIENT

Julian Sandoval
Chief Financial Services Officer

Date

FOR THE NATIONAL PARK SERVICE

Kelly Adams

6/2/15

Name Kelly Adams
Awarding Officer

Date