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Environmental Planning

NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) PRACTICES AND PROCEDURES

Summary. This circular establishes new procedures for management of the NEPA process on Installation Management Command (IMCOM) installations and identifies responsibilities for implementing these procedures. This update reduces cycle time, costs, and ensures better vetting of alternatives that result in legal liabilities. This circular is to be used in conjunction with [32 CFR 651](#) (Environmental Analysis of Army Actions), Army's mandatory NEPA procedures ([42 U.S.C. §4321 et seq.](#), National Environmental Policy Act), and NEPA regulations and guidance published by the President's Council on Environmental Quality (CEQ).

Applicability. This circular is applicable to all IMCOM organizations.

Suggested Improvements. The proponent of this circular is the U.S. Army Environmental Command (USAEC), Environmental Quality Programs Division (IMAE-QP). Users may send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank forms) directly to Commander, U.S. Army Environmental Command, (IMAE-QP), 1845 Artillery Boulevard BSMT, Fort Sam Houston, TX 78234-2686.

Distribution. This circular is available on the IMCOM Enterprise Publishing Portal (<https://www.us.army.mil/suite/page/580767>).

Table of Contents

	Paragraph	Page
Chapter 1		
General		
Purpose	1-1	3
References	1-2	3
Explanation of Abbreviations and Terms	1-3	3
Records Management	1-4	3
Chapter 2		
Responsibilities		
U.S. Army Environmental Command (USAEC)	2-1	3
Region Directors	2-2	4
Garrison Commanders or Managers	2-3	4

Chapter 3

Instructions for NEPA Management Procedures

The NEPA Library	3-1	5
Initial Scope of Work Planning Package (ISOWPP)	3-2	6
NEPA Staffing Protocol for Environmental Impact Statements	3-3	8
NEPA Analysis Guidance Manual, May 2007	3-4	10
Army Range NEPA Document Templates for New Construction	3-5	10
Guidance on Establishment of the Administrative Record.....	3-6	12
IMCOM NEPA Signature Authority.....	3-7	13
HQ IMCOM NEPA Advisory Board.....	3-8	14

Appendices

A. References		15
B. Example of EIS Staffing Timeline.....		17
C. Example of Army Range NEPA Document Template		18
D. Example of ISOWPP.....		22
E. Guidance for Compilation of the Administrative Record.....		52
F. Example of Mitigation Spreadsheet		56

Glossary

* This circular supersedes IMCOM Circular 200-08-1, dated 16 August 2008.

Chapter 1 General

1-1. Purpose

This circular provides instructions for implementing new procedures to streamline the National Environmental Protection Agency (NEPA) process (environmental assessments (EAs) and environmental impact statements (EISs)) by focusing the analysis on significant issues to include reducing costs, mitigating risks, enhancing coordination, and implementing consistent processes to achieve timely compliance. The NEPA Advisory Board established in this circular will identify new innovations, share lessons learned, and act on recommendations from IMCOM organizations. Procedures for maintenance and use of the NEPA library will be provided. This circular does not supplement or change [32 CFR 651](#). However, [32 CFR 651](#) will take precedence if there is a conflict with this circular. USAEC may issue additional internal guidance as needed to ensure programs remain current.

1-2. References

Required and related publications and prescribed and referenced forms are listed in Appendix A.

1-3. Explanation of Abbreviations and Terms

Abbreviations and terms used in this circular are explained in the glossary.

1-4. Records Management

Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to [AR 25-400-2](#), The Army Records Information Management System (ARIMS), and [DA Pam 25-403](#), Guide to Recordkeeping in the Army. Record titles and descriptions are available on the ARIMS website (<https://www.arims.army.mil>).

Chapter 2 Responsibilities

2-1. Commander, U.S. Army Environmental Command (USAEC) must—

- a. Maintain and ensure web access to the NEPA library.
- b. Provide facilitation services for the Initial Scope of Work Planning Package (ISOWPP) process for all IMCOM EISs and EAs, as requested by the installation Garrison Commander, the Senior Mission Commander, or other proponents. This facilitation will include USAEC attendance and participation at scoping meetings, and resolution of conflicts that arise during concurrent review of NEPA documents. The proponent or proponent's designated representative is the final decision-making authority, subject to Army policy.
- c. Ensure a website for concurrent document review is established as required by the ISOWPP process.

d. Designate a single USAEC point of contact (POC) to facilitate the ISOWPP process and to serve as liaison between the garrison staff, the Region Director's designated representative, and the proponent's designated representative (if other than IMCOM).

e. Establish a Headquarter (HQ) IMCOM NEPA Advisory Board by appointing a chair representative and ensuring the Board meets at least semi-annually.

2-2. Region Directors will—

a. Designate a representative to participate in the ISOWPP process for all EISs and EAs when the ISOWPP process is requested for the EA.

b. Require IMCOM installation organizations follow the ISOWPP and NEPA staffing process in this circular.

c. Encourage non-IMCOM proponents to use the process and provide documents to the NEPA library.

d. Provide a single POC with access to decision-making authority for the appropriate IMCOM region to resolve conflicts that arise during concurrent review of NEPA documents.

e. Appoint a representative to the HQ IMCOM NEPA Advisory Board.

f. Coordinate NEPA policy and guidance as required by [32 CFR 651](#) and this circular.

g. Provide feedback to IMCOM garrisons on identified issues, recommendations, and guidance from HQ, Department of the Army (HQDA).

2-3. Garrison Commanders or Managers will—

a. Advise higher HQs of Army requirements for a NEPA analysis (EIS or EA) and formally request IMCOM or USAEC assistance to facilitate execution, if desired.

b. Coordinate EISs and mitigated findings of no significant impact (FNSIs) with the appropriate IMCOM region POC.

c. Use this circular in conjunction with [32 CFR 651](#).

d. Forward NEPA issues that cannot be resolved through the IMCOM region to HQ IMCOM.

e. Follow the ISOWPP standardized approach to internal Army NEPA scoping for all EISs and major EAs (as required). The ISOWPP process is not mandatory for an EA; however, the installation may, and is encouraged to, use the process. Major EAs—

(1) Create interest beyond the local level.

(2) Contain potential for controversy.

(3) Involve HQDA or Secretariat actions or involvement.

- f. Coordinate the ISOWPP with appropriate offices on the installation.
- g. Adhere to the NEPA staffing protocol. Ensure that IMCOM participants meet the review process and timelines, and facilitate or encourage timely participation by staff from other major commands.
- h. Provide NEPA documents to the NEPA library in accordance with [32 CFR 651](#). Documents include—
 - (1) Final EIS or EA.
 - (2) Signed record of decision (ROD) or FNSI.
- i. Provide a single POC with access to decision-making authority for the reviewing installation to resolve conflicts that arise during concurrent review of NEPA documents.
- j. Identify the responsible organization for funding of any mitigation in a ROD or mitigated FNSI. Obtain concurrence from the responsible party to ensure the mitigation will be budgeted, planned, and funded.

Chapter 3

NEPA Management Procedures

3-1. The NEPA Library

- a. All Army installations must comply with [32 CFR 651](#) which requires that NEPA documents be retained in the Army NEPA library. This circular will reinforce this requirement for IMCOM installations. The NEPA library can benefit proponents and preparers of NEPA documentation by granting access to similar NEPA documents as well as being a source of information, including cumulative effects analysis.
- b. The NEPA library is a component of the Army Environmental Reporting Online (AERO), maintained by USAEC. Documents can be electronically submitted as digital media in a portable document format or mailed as paper media. Electronic submissions require an approved user account and an Army Knowledge Online and AERO user account names and passwords. AERO is available at <https://aero.apgea.army.mil>. Mail submissions may be sent to Commander, USAEC, ATTN: IMAE-QP, 1845 Army Blvd, Fort Sam Houston, TX 78234-2686.
- c. Installations may submit a final copy of NEPA documents (signed EAs, FNSIs, EISs, and RODs) directly into the library through AERO (<https://aero.apgea.army.mil>).
- d. Installations completing a NEPA analysis for an EIS or major EA will mail an electronic copy (compact disc (CD)) of the administrative record to USAEC for consolidation. The administrative record must be sent to USAEC within 3 months of the finalization of the ROD or FNSI and may be reviewed by the installation Staff Judge Advocate for legal sufficiency. CD copies of the administrative record can be mailed to the address listed in para *b*, above. These records will be kept as *privileged* materials for internal Army use only. Freedom of Information Act requests will be evaluated on a case-by-case basis and include a

consultation with the project proponent. Additional guidance for establishing the administrative record is provided in para 3-6, below.

3-2. Initial Scope of Work Planning Package (ISOWPP)

a. All IMCOM garrisons will follow the ISOWPP process for an EIS for which they are the proponent, and may follow the process for an EA. This process will form the basis for the description of proposed action and alternatives (DOPAA). In addition, the process will facilitate internal Army coordination and better Army decisions, reduce preparation time for NEPA documents, and improve the underlying administrative records for each action subject to NEPA review. Development and use of the ISOWPP is initially an internal document, and it is *evolutionary* in nature. Some components will be completed sooner than others. However, some components will change as final project plans are completed. Portions of the draft ISOWPP can be used before they are complete, depending on the needs and necessary timelines for the proposed project, but critical definitions of the project are essential for efficient execution. The ISOWPP becomes part of the administrative record after it is completed.

b. The standardized approach of ISOWPP requires that proponents, NEPA practitioners, attorneys, and higher HQ are involved in developing the scope of the NEPA analysis and subsequent documentation early in the process, prior to contract award. Proper coordination among Army participants may facilitate the development of an adequate scope of work that addresses the important environmental issues and related project and program concerns of all internal stakeholders. ISOWPP may also attempt to identify important external stakeholders and associated planning processes. ISOWPP can be used as the basis for either a scope of work for a contracting action or internal preparation of the required NEPA analysis and document.

c. An ISOWPP will be prepared for an EIS and is encouraged for an EA. USAEC will facilitate an ISOWPP for an EA at the proponent's request. The analysis and documentation required for an EIS represents one of the most complex and expansive tasks executed by an installation's environmental staff. It is generally implemented for very important Army actions and must be a quality analysis of likely environmental consequences, completed as soon as practical, to be responsive to the proponent's and decision maker's needs. An EIS may be completed in approximately 12 months and an EA should be completed in approximately 6 months or less. Proponents must strive to prepare high-quality NEPA impact analyses and documents, within the time requirements, that support better, fully-informed decisions, document relevant environmental issues and impacts for Army decision makers, and provide meaningful and timely public participation.

d. ISOWPP components are draft concepts that establish the Army's intent and will become the basis for the DOPAA. ISOWPP remains an internal Army planning document that records the deliberative process of agency staff and shall be marked accordingly. Its distribution may be limited to Army participants in the initial planning process. The components of an ISOWPP are:

- (1) Purpose and Need sections
- (2) Description of the proposed action

- (3) List of alternatives and screening criteria
- (4) List of existing NEPA documents
- (5) List of historically important valued environmental components at the installation
- (6) List of supporting studies
- (7) List of recommended coordination or consultations
- (8) Potential mitigations
- (9) Public participation plan
- (10) Timeline
- (11) POC list
- (12) Proponent, signature authority, release authority
- (13) EIS notice of intent package
- (14) Delegation of authority decision

e. ISOWPP is developed through the following steps:

(1) The proponent or the proponent's lead (for example, IMCOM installation NEPA POC) identifies a proposed action that requires an EIS (or an EA) to comply with NEPA.

(2) USAEC facilitates an internal Army scoping meeting (approximately 1-3 days) to bring Army stakeholders together, review the proposed action, and develop the components of the ISOWPP, if requested. Representatives from various offices on the installation (for example, Environmental Office, Office of the Staff Judge Advocate (OSJA), Public Affairs Office (PAO), Range Office, and Directorate of Public Works), IMCOM region, and USAEC should attend. Participation and early involvement by other organizations and HQDA (for example, IMCOM OSJA, or the Office of the Judge Advocate General (OTJAG), Environmental Law Division) will be determined based on the proposed action.

(3) The Garrison Commander signs a transmittal letter with the ISOWPP enclosed.

(4) The garrison POC sends the letter through the chain of command to the Deputy Commanding General (DCG), HQ IMCOM for approval.

(5) The ISOWPP becomes the formal agreement between all levels of IMCOM on the preliminary scope of the NEPA analysis and subsequent documentation.

f. An example of the ISOWPP is provided at Appendix D.

3-3. NEPA Staffing Protocol for Environmental Impact Statements

a. A streamlined quality NEPA process is a goal of IMCOM leaders. This NEPA staffing protocol provides guidelines that establish a timeline for the NEPA process that can be used to guide the process and alert reviewers at all levels to allocate review time. All IMCOM garrisons will advise HQ IMCOM (through the chain of command) of an Army requirement for an EIS. A weekly NEPA EIS tracking update is currently prepared by USAEC which provides the proposed timeline for all EISs to the Deputy Assistant Secretary of the Army for Environment, Safety, and Occupational Health (DASA(ESOH)), OTJAG, HQDA, HQ IMCOM, and the IMCOM regions. There will be changes to the timeline and explanations will be provided regarding impact to the NEPA process and potential Army impacts (for example, training or construction impacts or delays).

b. All IMCOM garrisons will adhere to the intent of the NEPA staffing protocol. The NEPA staffing protocol is a standardized approach that outlines a staffing and review process to support an efficient and streamlined schedule for an EIS. Proponents should include the following staffing specifications and guidelines in any contract scope of work expected to be performed by a contractor.

(1) The proponent or proponent's lead determines that an EIS is needed, and sends an e-mail through their chain of command (if the proponent is non-IMCOM) and to the Garrison Commander. If the Garrison Commander is the proponent, the e-mail will be sent through the region to the Commander, USAEC, ATTN: Chief, Environmental Planning Branch.

(2) USAEC assigns a facilitator to support the EIS process including development of the ISOWPP and facilitated staffing assistance at HQDA, and secures staffing and reviews commitments from higher HQ and other Army commands (ACOMs). A notice of intent (NOI) package is produced and staffed to facilitate publication of the NOI in the Federal Register (see para c(5), below, and Appendix B).

(3) The preliminary draft EIS, preliminary final EIS, and ROD is submitted for concurrent review at all levels within the Army prior to finalization and release to the public. The NOI ([32 CFR 651.22](#) (Notice of Intent) and [32 CFR 651.45](#) (Steps in Preparing and Processing an EIS)) and notice of availability (NOA) ([32 CFR 651.25](#) (Notice of Availability) and [32 CFR 651.45](#)) packages will also be submitted for concurrent reviews at all levels within the Army prior to public release. The compilation of the NOI and NOA packages should begin early in the ISOWPP process, in order to eliminate last minute preparation at critical stages of the project timeline. The entire staffing process should take approximately four to five weeks. Each organization reviewing the document will assign a single POC with access to decision-making authority to represent the organization during the comment resolution process. In-progress reviews (IPRs) occur as needed, and documents are electronically posted on a secure website to the extent practical.

(4) The document preparer will include a spreadsheet that identifies each proposed mitigation, the justification for the proposed mitigation, the estimated cost of the mitigation, and the proposed bill payer with each review (for example, draft and final EIS, and draft and final ROD). The proponent must certify that the bill payer is aware of the mitigation requirements and obtain concurrence that the mitigation will be executed.

(5) The document preparer will include a spreadsheet that identifies each Military Construction, Army project associated with the proposed action, including the project number and required funding. If the proposed bill payer has not been involved in the NEPA process to this point, it is critical that they be notified as soon as possible in order to program for the requirements.

c. The following steps will be completed within the times specified. A timeline, based on this protocol, is provided in Appendix B.

(1) Each Army organization must complete their review and submit one set of comments within 10 working days of receipt of document. Army organizations must reconcile internal conflicting comments prior to submission of comments if multiple reviewers belong to one organization.

(2) The document preparer will have five working days to revise the document to accommodate the comments received. Alternately, a plan (including deadlines) to reconcile comments or conflicts must be submitted, allowing sufficient time for adequate resolution.

(3) A facilitated IPR (approximately 3 days) will be held to reconcile conflicting comments among Army organizations. The IPR is the final decision meeting for the draft and final EIS.

(4) Then, the document preparer will have 5 working days after the IPR to make final revisions and deliver the document back to the proponent. Alternately, a plan (including deadlines) to reconcile comments or conflicts must be submitted.

(5) The proponent will deliver the NOI and NOA packages to USAEC Environmental Planning Branch (EPB) in accordance with the staffing procedures in [32 CFR 651](#). USAEC will coordinate with the Chief, HQDA PAO, who will assist in the issuance of appropriate press releases to coincide with the publication of notices in the Federal Register, and the Office of the Chief of Legislative Liaison (OCLL), for congressional coordination. USAEC has a procedural protocol for delivery of the NOI and NOA packages and Environmental Protection Agency (EPA) transmittal letter to DASA(ESOH) for signature. Deviation from these procedures may occur through issuance of delegation of authority to carry out public release and notification functions on behalf of DASA(ESOH).

(6) USAEC will deliver an action package to EPA after internal Army coordination and revision is complete and the necessary approvals are obtained which facilitates the publication of a draft or final EIS in the Federal Register.

d. Technical comments will be resolved by the single POCs assigned decision-making authority for the respective organizations. The USAEC Office of Counsel shall assist in identifying and clarifying issues of legal concern and coordinate with the OTJAG's Environmental Law Division (ELD) and the Army Office of General Counsel. The ELD will be the final decision maker to determine whether a document is legally sufficient, including resolving any disagreements among counsel at lower levels.

e. A review and feedback strategy is an important aspect of this protocol. The following may be necessary to provide status updates to all levels of the command.

(1) Biweekly situation reports on the status of the project

(2) Monthly conference calls or IPRs

(3) Significant activity (SIGACT) reports

(4) Review and feedback information may be provided by the document preparer to the proponent and proponent lead with copies to ELD; Assistant Chief of Staff for Installation Management (ACSIM); Technical Director, USAEC; and Environmental Division, IMCOM region.

f. An example of a staffing timeline is listed at Appendix B. This timeline assumes that no delays or time impediments will occur during the process.

3-4. NEPA Analysis Guidance Manual

a. All IMCOM garrisons are encouraged to use applicable sections of the NEPA Analysis Guidance Manual. However, all aspects of the NEPA Analysis Guidance Manual are not mandatory. This manual presents a detailed methodology to implement the Council on Environmental Quality (CEQ) guidelines. CEQ regulations for implementing NEPA are available at http://ceq.hss.doe.gov/nepa/regs/ceq/toc_ceq.htm. The manual also facilitates a focused and brief analysis of the direct, indirect, and cumulative effects of a proposed action. Use of the manual offers a consistent approach to Army NEPA analysis and may enhance legal sufficiency of a document and reduce time and cost to prepare a document. The Guidance Manual provides a quick mechanism (the *Quick Look* Guide) to initially evaluate potential issues. This approach is consistent with CEQ recommendations to minimize analysis and discussion of minor issues, allowing better analyses, focused on important issues.

b. The manual is available at <http://aec.army.mil/usaec/nepa/nepa-agm.pdf>.

3-5. Army Range NEPA Document Templates for New Construction

a. All IMCOM garrisons will use the templates prepared by USAEC for NEPA documents for new range construction to the extent possible and applicable.

b. USAEC advises the installations and the Deputy Chief of Staff, G-3/5/7 (Training Support Systems Division (DAMO-TRS)) on methodologies to implement NEPA within the Army Master Range Plan business process. USAEC has developed standard language for Army Range NEPA documents in support of the Sustainable Range Program. The standard language focuses on the description of proposed actions, alternatives, purpose, and need for chapters 1 and 2. Deviation from the standard language is permissible based on the specific facts and circumstances of each range construction project. The language provides a template to guide development of supporting NEPA documents for range construction projects.

c. An example of a range template is provided at Appendix C.

d. The following range templates are complete and can be found at <http://aec.army.mil/usaec/nepa/nepadoctemplates.pdf>. Additional templates will be posted when available.

- (1) Basic 10-meter/25-meter zero range
- (2) Boresight, screening, and harmonization range
- (3) Heavy sniper range
- (4) Combat pistol/qualification course
- (5) Multipurpose machine gun range
- (6) Qualification training range
- (7) Aerial gunnery range
- (8) Anti-armor tracking and live fire
- (9) Field artillery indirect range
- (10) Scout/reconnaissance gunnery complex
- (11) Digital multipurpose training range
- (12) Digital multipurpose range complex
- (13) Digital air/ground integration range
- (14) Automated field fire range
- (15) Tank/fighting vehicle stationary gunnery range
- (16) Battle area complex
- (17) Automated record fire range
- (18) Urban assault course
- (19) Live fire exercise shoothouse
- (20) Live fire exercise breach facility
- (21) Hand grenade qualification course
- (22) Hand grenade familiarization range
- (23) Light demolition range

- (24) Infiltration course
- (25) Fire and movement range
- (26) Squad defense range
- (27) Infantry squad battle course
- (28) Infantry platoon battle course
- (29) Combined arms collective training facility
- (30) Convoy live fire range/entry control point
- (31) Grenade launcher range
- (32) Known distance range
- (33) Live fire exercise breach facility
- (34) Modified record fire range
- (35) Sniper field fire range
- (36) Air defense firing range
- (37) Tank fighting vehicle scaled gunnery range
- (38) Light anti armor range sub-caliber

3-6. Guidance for Establishing the Administrative Record

a. The administrative record is critical to the development of defensible NEPA analyses and documents, including EAs, FNSIs, EISs, and RODs. The proponent is responsible for establishing the administrative record in consultation with the installation/garrison environmental office and legal counsel according to [32 CFR 651.4](#) (Responsibilities), para q(8). The administrative record shall consist of—

- (1) Technical information used to develop the description of the proposed action, purpose and need, and the range of alternatives.
- (2) Studies and inventories of affected environmental baselines.
- (3) Correspondence with regulatory agencies.
- (4) Correspondence with, and comments from, private citizens, Native American tribes, Alaskan Natives, local governments, and other individuals and agencies contacted during public involvement.
- (5) Maps used in baseline studies.

- (6) Maps and graphics prepared for use in the analysis.
- (7) Affidavits of publications and transcripts of any public participation.
- (8) Other written records that document the preparation of the NEPA analysis.
- (9) An index or table of contents for the administrative record.

b. The administrative record must be retained by the proponent for a period of six years after completion of the action, unless the action is controversial or of a nature that warrants keeping it longer. A copy must also be provided to USAEC according to para 3-1c, above. Additional guidance is available from the Department of Justice in the [Guidance to Federal Agencies on Compiling the Administrative Record](#).

c. Additional detailed guidance for the compilation of the administrative record is available at Appendix E.

3-7. IMCOM NEPA Signature Authority

a. Projects and actions occurring on IMCOM installations and garrisons where the proponent will follow a standard operating procedure for NEPA document approval and release. Required signatures depend on the type of NEPA document.

b. Final EISs will be signed by the installation Garrison Commander and the IMCOM installation Environmental Officer certifying that document review has been completed. The ROD, accompanied by a mitigation matrix (see para 3-3c(5)) and garrison and region endorsements, will be forwarded to the USAEC EPB for review. The final ROD will be signed by the Executive Director or DCG, HQ IMCOM. The final signature package will include a spreadsheet that identifies each proposed mitigation; the justification for the proposed mitigation; the estimated cost of the mitigation; and the proposed bill payer. The proponent must certify that the bill payer is aware of the mitigation requirement and obtain concurrence that the mitigation will be executed. Concurrence must be obtained prior to the signature of the ROD. An example of a mitigation spreadsheet is presented in Appendix F.

c. Mitigated EAs and subsequent FNSI will be signed by the project proponent, installation Garrison Commander and Environmental Officer certifying document review. These EAs require mitigations to preclude potentially significant impacts. Mitigation, with an aggregate life cycle cost over \$100,000, will require approval by the Region Director prior to FNSI signature. Notification will entail preparing a spreadsheet that identifies the proposed mitigation, the justification for the proposed mitigation, the estimated cost of the mitigation (fiscal year of one-time cost or recurring) and proposed bill payer (Appendix F). This will provide the IMCOM regions and USAEC early notification of potential mitigation costs and initiate the process for coordination and approval. The mitigation spreadsheet is intended for internal Army use at all levels but will not be included in the actual EA or FNSI.

d. Records of environmental consideration (RECs), including those that reference programmatic NEPA documents, will be signed by the project proponent and the installation Environmental Officer.

- e. The USAEC EPB will staff NEPA documents above the installation level.

3-8. HQ IMCOM NEPA Advisory Board

a. USAEC has established the HQ IMCOM NEPA Advisory Board. The function of the Advisory Board is to identify and implement practices and procedures for use on IMCOM garrisons to streamline and standardize NEPA compliance.

b. The HQ IMCOM NEPA Advisory Board will promote a more efficient and effective Army NEPA program and advise USAEC on practices and procedures to achieve this goal. The Advisory Board will include representatives from USAEC and IMCOM Regions. ACSIM, ACOMs, and DA G-3/5/7 will be invited to participate.

RICK LYNCH
Lieutenant General, USA
Commanding

Appendix A References

Section I Required Publications

[32 CFR 651](#) — Environmental Analysis of Army Actions

[32 CFR 651.4](#) — Responsibilities

[32 CFR 651.22](#) — Notice of Intent

[32 CFR 651.25](#) — Notice of Availability

[32 CFR 651.45](#) — Steps in Preparing and Processing an EIS

[42 USC 55](#) — National Environmental Policy

[42 USC 4321](#) — National Environmental Policy

[Council on Environmental Quality](#) — Regulations for Implementing NEPA

[Guidance to Federal Agencies on Compiling the Administrative Record](#) —
http://environment.transportation.org/pdf/programs/usdoj_guidance_re_admin_record_pre_p.pdf

[NEPA Analysis Guidance Manual](#) — <http://aec.army.mil/usaec/nepa/nepa-agm.pdf>

[National Environmental Policy Act of 1969](#) (as amended) —
<http://ceq.hss.doe.gov/nepa/regs/nepa/nepaeqia.htm>

Section II Related Publications

[40 CFR 1500-1508](#) — Council on Environmental Quality

[AR 5-10](#) — Stationing

[AR 25-400-2](#) — The Army Records Information Management System (ARIMS)

[AR 200-1](#) — Environmental Protection and Enhancement

[AR 210-20](#) — Real Property Master Planning for Army Installations

[AR 350-19](#) — The Army Sustainable Range Program

[AR 350-28](#) — Army Exercises

[AR 420-1](#) — Army Facilities Management

[DA Pam 25-403](#) — Guide to Recordkeeping in the Army

[TC 25-8](#) — Training Ranges

Section III
Prescribed Forms

This section contains no entries.

Section IV
Referenced Forms

[DD Form 1391](#) — Military Construction Project Data

[DD Form 1391C](#) — Military Construction Project Data (Continuation)

[DA Form 2028](#) — Recommended Changes to Publications and Blank Forms

Appendix B

Example of EIS Staffing Timeline

Notice of Intent

- 08 Jan 2007 10-day review begins on NOI Package.
- 22 Jan 2007 Agency POC submits review comments to installation POC. POC reviews comments, makes revisions, identifies issues.
- 29 Jan 2007 Conference call to discuss and resolve issues.
- 05 Feb 2007 Deliver revised NOI Package to Proponent for approval and final distribution to ELD, OCLL, PAO and DASA(ESOH).
- 19 Feb 2007 DASA(ESOH) signs transmittal letter for NOI to EPA.
- 26 Feb 2007 EPA publishes NOI.

Draft EIS

- 02 Apr 2007 10-day review begins on Preliminary Draft EIS/NOA Package.
- 13 Apr 2007 Agency POC submits review comments. Contractor makes revisions.
- 24 Apr 2007 Hold 3-day IPR.
- 04 May 2007 Deliver Draft EIS/NOA Package to Proponent for approval and final distribution to ELD, OCLL, PAO, and DASA(ESOH).
- 15 May 2007 DASA(ESOH) signs NOA and letter to EPA.
- 22 May 2007 EPA publishes notice of receipt of DEIS.
- 22 May 2007 45-day public review period begins.

Final EIS

- 20 Aug 2007 10-day review begins on Preliminary Final EIS/NOA Package.
- 31 Aug 2007 Agency POC submits review comments.
- 11 Sep 2007 Hold 3-day IPR.
- 21 Sep 2007 Deliver Final EIS/NOA Package to Proponent for approval and final distribution to ELD, OCLL, PAO, and DASA(ESOH).
- 03 Oct 2007 DASA(ESOH) signs NOA and letter to EPA.
- 10 Oct 2007 EPA publishes notice of receipt of Final EIS.
- 10 Oct 2007 30-Day public wait period begins.

Record of Decision (ROD)

- Sep 2007 10-day review begins on Draft ROD.
- Sep 2007 Agency POC submits review comments.
- Oct 2007 ROD available for signature.

An approved action may proceed upon ROD signature. The Army will then publish the NOA of the ROD in the Federal Register.

Appendix C

Example of Army Range NEPA Document Template

BATTLE AREA COMPLEX:

Chapter 1: Purpose and Need for the Proposed Action

1.1. Introduction

The U.S. Army proposes to construct, operate and maintain a Battle Area Complex (BAX) on Fort XXXXX. The BAX range would meet critical training needs for both active and reserve component units that train on the installation.

1.2. Background

1.3. Purpose of the Proposed Action

The purpose of the proposed action is to provide year-round, comprehensive and realistic training and a range facility for the training of **EITHER** Stryker units and vehicle crews **OR** Infantry units with supporting vehicles. This range would support the collective training of active component units assigned to the installation and reserve component units that habitually train on the installation.

The BAX range provides training that Stryker equipped individual crews and units and Infantry units need to build crew skills in weapons use, target observation and engagement, team building and leadership development. The BAX range provides tank Stryker units the capability to meet live training tasks in a digital mode, as outlined in Standards in Training Commission (STRAC) live-fire tasks. The range would train the individual crews and units to meet mission essential live-fire training tasks while simultaneously providing the best possible training for current threats the Army encounters during combat operations in the contemporary operating environment.

To produce a realistic training environment, this range uses thermal targets, night illumination devices and visual flash simulators. This simulation technology provides Soldiers with the best realistic training environment. This range will incorporate state-of-the-art technology to support all phases of training, from ground maneuver and target engagement to the critical training feedback phase of after action review (AAR). This support and timely feedback are critical to effective training. Because of the training on this proposed BAX, Soldiers will go into battle with the best possible training for threats the Army expects to encounter during combat operations. Training operations include offensive, defensive, stability and support operations and would fully train Soldiers for war by maintaining unit readiness and availability in recognition of the threats facing our nation and the world today.

1.4. Need for the Proposed Action

As a part of the Transformation, the Army has responded to changes in land combat operations, information and technology, and contemporary operating environments by modernizing and restructuring the U.S. Army. As a part of the modernization of forces, the Army has reorganized Infantry units and has established new Stryker Brigade Combat

Teams (SBCTs). These new units are more rapidly deployable than the current heavy force which is equipped with tanks and Bradley fighting vehicles. The modernization of Army forces has provided a digital command and control and battlefield awareness capability for each Stryker fighting vehicle. Stryker crews and units must train with this digital capability in a live-fire mode to accurately replicate those tasks they must perform in combat operations.

The BAX range has been designed to support the training needs of FORSCOM and National Guard units. There is not a BAX at Fort XXXXX to support the training requirements of the units stationed or those that habitually train on the installation.

1.5. Scope of the Environmental Analysis and Decision to be Made

This Environmental Assessment (EA) considers direct, indirect, and cumulative effects of the Proposed Action and the No Action alternatives. It was prepared in accordance with the NEPA of 1969 ([42 USC 4321](#)) (National Environmental Policy, CEO Regulations ([40 CFR 1500-1508](#) (Council on Environmental Quality))), and Army Regulations (ARs) ([32 CFR 651](#) (Environmental Analysis of Army Actions)). A specific requirement for this EA is an appraisal of impacts of the proposed project, including a determination of a finding of no significant impact (FNSI) or a notice of intent (NOI) to prepare an Environmental Impact Statement (EIS).

The construction and operation of the proposed BAX on Fort X is the focus of this EA. This EA provides a discussion of the affected environment and the potential impacts to physical, natural, and socioeconomic resources. The following resources were identified and analyzed for the proposed action and no action alternatives: (Below are examples only)

- Soil Erosion
- Wetlands/Waterways of the U.S.
- Noise Disturbances
- Threatened and Endangered Species
- Cultural Resources
- Unexploded Ordnance
- Safety (Surface and Air) Danger Zone

Chapter 2: Description of the Proposed Action and Alternatives

2.1. Description of the Proposed Action

(Note: If the BAX is being constructed to support the training of Infantry or units, delete the references to Stryker Brigade Combat Teams or units.)

The proposed action is the construction of a standard BAX range to support the collective live-fire training of units of the SBCT and Infantry units assigned to or those that habitually train on the installation. This range would be used to train and test SBCT vehicle crews and units on the skills necessary to detect, identify, engage and defeat an enemy's array of stationary and moving infantry and armor targets in both open and urban operating environments. This complex would also support tactical live-fire operations independently of, or simultaneously with, supporting vehicles in free maneuver. Command and control of firing would be accomplished in a digital manner, replicating how the units and vehicle crews would actually operate in a combat situation. In addition to live-fire, this range can

also be used for training with sub-caliber and/or laser training devices. The BAX will contain 35 stationary infantry targets (SITs), 25 SIT clusters at 7 different locations, 43 stationary armor targets (SATs), 6 moving armor targets, 14 moving infantry targets (MITs), 2 breach walls or building facades to replicate urban targets, 2 portable shoot-houses, 8 hasty battle positions, 3 landing zones, 4 machinegun bunkers with sound effects simulators, 2 live-fire villages (one with 7 buildings and one with 5 buildings), 2 trench lines, and 2 course roads. This range also uses thermal targets, night illumination devices, and hostile-fire, target-kill, and visual flash simulators. The range would have television cameras strategically placed on the range to aid in the AAR process.

Primary facility structures at the BAX range include one 2,000-square-foot building, one 800-square-foot building, one 2,592-square-foot AAR facility, an air vaulted latrine facility, ammo breakdown area, a 282-square-foot ammo loading dock, a bivouac area, and a surfaced staging area. American Disability Association requirements will be met in the range operations and control (ROC) and AAR facilities. Primary facility force protection measures consist of laminated and safety glass. Supporting facilities include electric service, transformers and lighting, surfaced roads and tank trails, parking, drainage ditch, and latrine facility. Supporting facility force protection includes security fencing and gates. If necessary, an unexploded ordnance survey will be conducted prior to range construction.

The range would be embedded with the necessary information and telecommunications technologies to safely manage all personnel undergoing crew and unit live-fire training. All targets are fully automated, utilizing event-specific, computer-driven target scenarios and scoring. Targets will receive and transmit digital data from the range operations center. Scoring of engagement scenarios against established standards include audio and video imagery that is captured and then is compiled to conduct AARs of all live-fire exercises.

The range provides the Army a capability to safely and effectively train to control lethal fires from diverse combat platforms without intrusion into unit command integrity. The range provides a realistic digital environment; synthetically generating all the situational awareness and relevant common picture data for the unit's battle space to train and maintain digital system proficiency at crew level prior to higher level live-fire training.

Anti-terrorism/force protection includes vehicle barriers, appropriate vehicle parking setbacks, security lighting and gates. Sustainable design will be incorporated where possible.

2.2. Criteria for Evaluating Alternative Sites

- Meets mission and safety requirements; design of the range supports Army training requirements (TC 25-8 (Training Ranges) and 25-8-1, respectively).
- Environmentally sound, mitigation can be accomplished and is fiscally feasible.
- Economic feasibility.

2.3. Description of Alternatives Carried forward for Analysis

2.3.1. Alternative 1 - No Action Alternative

Under this alternative, the installation would not construct a BAX range on the installation. Without this range, the units that are stationed on or habitually train on the installation

would not be able to train critical, crew and unit live-fire command and control tasks in a digital mode. This would force units to train critical tasks in a degraded mode and therefore, units would not be combat ready. The Army strategy is to train SBCT crews and Infantry units on a BAX to Army standard in a live-fire mode. The installation does not have a BAX or any other range on which units can conduct these collective training tasks to Army standard in a live-fire mode.

2.3.2. Alternative 2 – Preferred Alternative

The preferred alternative is to construct a BAX (note site).

2.4. Alternatives Considered and Eliminated from Detailed Study

2.4.1. Use of Another DoD Asset

2.4.2. Alternative Site Location

Appendix D Example of ISOWPP

Initial Scope of Work Planning Package (ISOWPP)

Fort Lewis and Yakima Training Center Army Growth and Force Structure Realignment Environmental Impact Statement (*Draft Deliberative Process Document)

Summary: The following describes the draft Initial Scope of Work Planning Package (ISOWPP) for the Fort Lewis Army Growth and Force Structure Realignment Environmental Impact Statement (EIS). This information is deliberative in nature and is subject to change. The alternatives, as briefly described in this ISOWPP, were developed as part of the initial internal scoping meetings with Fort Lewis Garrison, Installation Management Command (IMCOM) - West Region, and U.S. Army Environmental Command (USAEC) staff. These alternatives will appear in the notice of intent. Additional alternatives may be developed in response to public scoping comments.

Clarifications and specific guidance and/or changes beyond this draft ISOWPP for the EIS will be necessary as the contractor develops the EIS.

1.0. PURPOSE AND NEED

1.1. Background

In January 2007, President Bush asked Congress for authority to increase the overall strength of the Army by 74,200 Soldiers over the next 5 years. This growth is intended to mitigate shortages in units, Soldiers, and time to train that would otherwise inhibit the Army from meeting readiness goals and supporting strategic requirements. In September 2007, the Secretary of Defense approved the Army's proposal to accelerate growth for the active component and Army National Guard. The Army must grow, adjust its force structure, and station its units and Soldiers to meet the strategic requirements of the contemporary global security environment.

To meet this need, the Army developed a plan to station and realign units to optimize training, leader development, and combat readiness. This stationing plan integrated Base Realignment and Closure (BRAC), Global Defense Posture Realignment (GDPR), and Army Growth and is facilitated by military construction. In December 2007, the Deputy Chief of Staff of the Army validated the Army's stationing plan to grow by 74,200 active and reserve component Soldiers. This growth includes the stationing of approximately 560 additional active duty Soldiers, augmentation of existing units by approximately 1,320 Soldiers at Fort Lewis and may include the realignment of a medium combat aviation brigade to the installation.

1.2. Need

The need for Army Growth was best encapsulated by the Chief of Staff of the Army's (CSA) 2007 assessment of the disposition of Army forces that stated the following:

“The need for Army growth is driven by the fact that the current operational demand is greater than the Army’s sustainable supply of forces. Because of shortages in people, equipment and time to train, the non-deployed force does not meet readiness goals. As a result, the Army lacks strategic depth to respond to new contingencies, and generating forces to meet demands, which results in short term stress and long term institutional risk. These are symptoms of a larger strategic problem: the Army’s strategic requirements and resources are not in balance.” (General Casey, Chief of Staff of the Army 2007 [CSA 2007])

As a result of the imbalance between current mission requirements and available forces, the Army has defined the growth and restructuring to meet the greater demands of the current security environment as its top priority (CSA, 2007).

The need for organizational growth and realignment of the Army focused on three primary areas. These areas of need included—

- **Supporting increased security and defense mission requirements.** The National Security Strategy and National Defense Strategy lay a framework which directs Army mission requirements and contingency planning. The Army must be able to meet the nation’s security and defense policy objectives as defined in these documents while continuing to implement recommendations for Army Transformation as defined in the Quadrennial Defense Reviews (QDRs).
- **Sustaining Force Readiness.** Sustaining the force entails ensuring that the Army consists of enough Soldiers to support both operational deployment requirements and home station training and equipment maintenance activities. Striking the proper balance of deployments with these activities is critical to ensure a professional, well-trained, and well-equipped force that can consistently meet unit readiness standards and successfully accomplish the national security and defense missions of the nation.
- **Preserving Soldier and Family Quality of Life.** Keeping a long-term sustainable balance between the operational activities is required to support U.S. Security and quality of life for Soldiers and their Families. A larger pool of available forces will allow the Army to set more sustainable ratios of home-station time versus time spent deployed to support mission requirements abroad. This reduces stress placed on individual Soldiers and their Families and allows Soldiers to maintain a higher quality of life at home station. Taking care of Soldiers and their Families is a critical element of need and will help to ensure the Army is capable of maintaining an all-volunteer force.

Fort Lewis, including the Yakima Training Center (YTC), is one of the Army’s premier stationing locations. The installation provides a state of the art training environment to prepare Soldiers for the missions they will need to execute when deployed abroad, and a high quality of life to support Soldiers and their Families when at home station. The Army needs to generate a sustainable supply of trained and ready forces and has selected Fort Lewis as a permanent stationing location for a contingent of these forces. As part of the need for action, Fort Lewis must take those actions necessary to support the stationing decisions made by the Deputy Chief of Staff of the Army as part of the Record of Decision (ROD) for the Programmatic Environmental Impact Statement (PEIS) for Army Growth and Force Structure Realignment. The Deputy Chief of Staff of the Army validated the permanent stationing of three Stryker Brigade Combat Team’s (BCT) at Fort Lewis as part of

the 2007 ROD for Army Growth and Force Structure Realignment. Presently the installation master plans at both Fort Lewis and the (YTC) are being revised to accommodate the range of changes that will occur as a result of these stationing decisions.

1.3. Purpose of the Proposed Action

The purpose of the Proposed Action is to implement those Fort Lewis and (YTC) actions described in the Graphic Training Aid (GTA) ROD and other actions not identified in the ROD which are interconnected and are essential to the success of implementing the GTA actions. This will allow the Army to station an optimally configured force of appropriately sized units which are capable of meeting the current and future needs of our nation's combatant commanders and to ensure adequate quality of life standards for the installations Soldiers and their Families.

1.4. Ongoing Army Initiatives (BRAC, GDPR, Modularity)

Initiatives to grow and realign the Army must consider several important on-going transformation and stationing initiatives. Each of these initiatives is discussed in greater detail below.

1.4.1. BRAC 2005

The BRAC 2005 realignment and closures were designed to provide the necessary infrastructure to support Army Transformation, including GDPR, the Army Campaign Plan (ACP), and conversion to a modular force structure.

BRAC is tied to transformation and Army growth, by directing the closure of 13 active facilities, the realignment of 53 active facilities, and the closure of 211 National Guard and 176 reserve facilities. BRAC 2005 actions serve as the baseline for which Army growth and restructure stationing decisions will be determined. Objectives of BRAC include optimizing military value, advancing the Army Modular Force (AMF) conversion, accommodating the re-stationing of overseas units, enabling the transformation of both the active and reserve components, adjusting the force structure, and furthering the Army's ability to conduct joint operations.

1.4.2. GDPR

The U.S.'s global defense posture is characterized by the size, locations, types, and roles of forward military forces. In the past, the Army has depended heavily on its forward based presence in the Pacific and Europe to project power and undertake military actions overseas. Transformation and the QDR directives provide guidance to restructure the military for rapid deployment from within the U.S. while reducing the presence and reliance of U.S. forces on foreign nations. As part of the overall transformation effort, the Army is in the process of relocating thousands of Soldiers back to the U.S. through 2011 and downsizing overseas facilities to support the expeditionary vision contained within the QDR.

1.4.3. AMF

As a part of the overall Army Transformation effort, the Army has decided to transition to a modular or standardized force structure at all levels of its organization. This process of

modular standardization has entailed a transition of the Army from an organization operationally focused on conducting operations at the division-level (10,000-12,000 Soldiers) to an organization which focuses its operations at the smaller, self-contained, logistically supportable BCT sized units of 3,500-4,000 Soldiers and Combat Support/Combat Service Support brigades of 2,500-3,500 Soldiers.

1.5. Scope of the Analysis

This EIS will be developed in accordance with the National Environmental Policy Act, Council on Environmental Quality (CEQ) regulations, [40 CFR Parts 1505-1508](#) and the Army's implementing procedures published in [32 CFR 651](#). This EIS will address the proposed Army growth and adjustment of the composition of the Army's forces stationing at Fort Lewis in accordance with the guidance put forth by ACP and decisions outlined in the Army's 2007 ROD for Army Growth and Force Structure Realignment.

The Department of the Army at Fort Lewis and the (YTC), Washington will analyze and disclose the human and environmental effects of specific stationing, construction, and training proposals identified in the Army's 2007 EIS and resulting ROD and analyze effects from pertinent past, present, and reasonably foreseeable future actions which are interconnected to the "Grow the Army" actions. The more important of these include Fort Lewis' updated master plan and the housing and training of three SBCT's simultaneously. Also included in the scope of this action is the potential for an additional stationing of an aviation brigade which will be analyzed through a comparison alternative in this EIS. This EIS is designed to cover changes at Fort Lewis and the (YTC) which are scheduled to occur from fiscal year (FY) 2008-2013 but has the potential to provide for impact disclosure beyond FY 2013.

2.0. DESCRIPTION OF THE PROPOSED ACTION

2.1. Introduction

This section provides a description of the proposed action and those supporting actions the Army would undertake to implement the proposed action.

2.2. Proposed Action

The proposed action is to implement those actions from FY 2008-2013 at Fort Lewis that are needed to support Army growth and realignment decisions of the Army. These actions will allow the Army to achieve a size and composition that is better able to meet national security and defense requirements, modifies the force in accordance with Army Transformation, sustains unit equipment and training readiness, and preserves Soldiers and Family quality of life. The installation must take actions to support the strategic deployment and mobilization requirements of the nation's combatant commanders to ensure they will have the forces necessary to support regional contingency operational requirements.

2.3. Installation Site-Specific Actions Required to Implement the Proposed Action

Alternatives to grow the Army will ultimately involve four site-specific activities that must be integrated and synchronized to support the execution of the proposed action. These activities are necessary components of the proposed action for meeting new "growth" unit

stationing requirements. The activity groups are separated out in this section and discussed in more detail to facilitate an understanding of the primary activities. The activities are projected to result in effects to the human environment and lead to direct, indirect, and cumulative effects. Essential activity groups required to implement the proposed action include stationing, range and cantonment area construction, live-fire and maneuver training, and quality of life improvements. A brief description of each activity is provided in the following sections.

2.3.1. Stationing (AR 5-10)

The proposed action involves the stationing of units in a manner that supports the ACP and Army growth initiatives. The types of stationing actions are: activation, re-stationing gain, re-stationing loss, and inactivation. This EIS will address the resulting environmental and socioeconomic effects of the proposed actions beginning in FY08 and extending through FY13.

These decisions directed the stationing of the following units at Fort Lewis:

Table 2-1. Grow the Army stationing actions

Washington

				Active Duty					
WA	Lewis	<i>Growth</i>	FY08	Construct Mgmt Tm		9	9		
WA	Lewis		FY09	MP I/R Company		124	124		
WA	Lewis		FY09	Area Support Med Co		72	72		
WA	Lewis		FY08	MVMT Cntrl Tm		21	21		
WA	Lewis		FY10	TMDE		7	7		
WA	Lewis		FY11	Expeditionary Sustainment Command (ESC)		254	254		
WA	Lewis		FY11	MP I/R Detachments		72	72		
WA	Lewis		<i>Increase to Existing Units</i>	FY07	EOD Co	Increased EOD Capability	21	21	
WA	Lewis			FY07	EOD Co	Restationing Action	23	44	21
WA	Lewis					Increased EOD Capability	21		
WA	Lewis	FY07		EOD Co	Restationing Action	23	44	21	
WA	Lewis				Increased EOD Capability	21			
WA	Lewis	FY08-10		SBCT	Deputy CDR / Driver	6	555	555	
WA	Lewis				SBCT HQ Enhancement	72			
WA	Lewis				CSS AMO	14			
WA	Lewis				CSS AMO	28			
WA	Lewis	FY08-10		SBCT	MP Plt (SBCT)	126	555	555	
WA	Lewis		SBCT MAINT (Replace CLS w/Military)		309				
WA	Lewis	FY08	Human Resources Co	Increased HR Capability	26	26			
WA	Lewis	FY08	EOD Bn	Increased Staff Capability	1	1			
WA	Lewis	FY09	EOD Co	Restation	23	44	21		
				Increased EOD Capability	21				
WA	Lewis	FY09	EOD Co	Increased EOD Capability	21	21			
WA	Lewis	FY10	Battlefield Surveillance Bde	Apply Force Design Update	547	547			
WA	Lewis		FY10	Heavy Chemical Co	Eliminate BIDS CLS in HVY CM	2	2		
WA	Lewis		FY10	Chemical Co (CS)	NBCRV CS CM 4th Crewmember	6	6		
WA	Lewis		FY10	TEU Co HQ (Chem)	Increased C2 Capabilities	8	8		
WA	Lewis	<i>Retain / Cancel Inactivation</i>	FY11	Forward Surgical Tm			15		
WA	Lewis		FY11	Mobile PA Det			20		
WA	Lewis		FY11	Lt-Mdm Trk Co			171		
WA	Lewis		FY11	Engr Pipeline Const Co			170		
<i>Subtotal</i>						1,878	2,185		

In addition to these new unit stationing actions at Fort Lewis and the augmentation of existing units by approximately 1,320 combat support Soldiers, the growth may include the realignment of a 2,800-Soldier medium combat aviation brigade.

2.3.2 Construction ([AR 420-1](#), Army Facilities Management)

Construction, for the purposes of this action, are those projects that will be required to house, train and support stationing of units in a manner that supports the ACP and Army growth initiatives

2.3.2.1. Cantonment area

This activity group includes the construction of administrative offices, unaccompanied personnel housing, married Soldier housing, vehicle parking and maintenance, equipment storage, recreational, shopping and other quality of life facilities, utilities, roads and airfield infrastructure.

The U.S. Army Corps of Engineers plans and programs for standard sets of facilities which are needed to support the garrison operations and Families of the Army's modular BCTs. Fort Lewis must construct the facilities needed to support a new brigade and the existing brigades. A SBCT consists of approximately 4,000 Soldiers and 1,000 unit vehicles and all accompanying equipment. Accompanying the Soldiers would be 6,572 Family members, 4,000 personally-owned vehicles and all their household goods. The SBCT has a considerable facilities requirement for conducting garrison administrative and maintenance operations. Critical facilities required by the SBCT would include office space for brigades, battalions and company headquarters units, barracks space for single enlisted Soldiers, dining facilities, maintenance shops, parking for vehicles, and storage space. The specific number of buildings and square footage/yardage of facilities space has been determined by Army facilities planners for modular SBCT's and is detailed in Table 2-2 below. In addition, Enclosure 1 lists planned cantonment area construction projects for FY08-FY13.

Table 2-2. SBCT requirement

Garrison Facilities	SBCT
Vehicle Fuel Storage (gallons)	151,660
Brigade Offices (square-feet (sf))	39,495
Battalion Offices (sf)	77,741
Company Offices (sf)	366,971
Organization Classroom (sf)	12,348
Ammunition Storage (sf)	1,715
Unit Storage Buildings (sf)	41,600
Family Housing (sf)	2,868,750
Barracks Space (sf)	517,158
Combat Vehicle Parking (sf)	1,395,252
Unmanned Aerial Vehicle Facility (sf)	22,500
Vehicle Maintenance (sf)	162,690

2.3.2.2. Training Facilities and Range Construction

The implementation of Army Transformation, as directed by the QDR, has required the Army to overhaul and modernize its training range and training facilities infrastructure. [TC 25-8](#) describes the standard designs and requirements of the Army's Sustainable Range Program for training modular Army units to standard. A suite of ranges is required to support Army SBCTs and other brigades ensure that they can meet all pre-deployment training requirements.

In order to meet the needs of the proposed action, Fort Lewis must construct the necessary ranges required to meet training readiness standards of units it receives as part of the growth and realignment of the Army. Table 2-3 lists the currently scheduled range/training infrastructure construction projects for FY08-FY13 at Fort Lewis and (YTC).

Table 2-3. Current Range/Training Infrastructure Construction FY08-FY13

Installation	Range Project Type	FY	Project # (1391 #)	NEPA Document Level	NEPA Process Started (date)	NEPA REC/EA/EIS Decision Document Signed (date)
Lewis	Modified Record Fire	13	67164	TBD	TBD	TBD
Yakima	Sniper Field Fire (SFF)	11	65386	To be included in this EIS	TBD	TBD
Yakima	Multi-Purpose Machine Gun (MPMG)	14	54106	To be included in this EIS	TBD	TBD

Specific information regarding the SFF and MPMG are included as Enclosure.

2.3.2.3. Training ([AR 350-28](#), Army Exercises)

The objectives of the Army exercise training program are to—

- Train commanders, staffs, and units in a wartime operating environment.
- Sustain mission essential task list proficiency, welding combat, combat support, and combat service support elements into a trained combined arms force.
- Assess operational readiness.
- Conduct joint training with other Services.
- Provide combined training with other nations.

2.3.3.1. Live-Fire Range Training

Live-fire training is an essential component of Army training and of the implementation of the proposed action. To be operationally effective, Soldiers must have the skills and experience necessary to operate and maintain their weapons. Live-fire involves both munitions and explosives that would be used in combat and non-explosive training rounds designed to meet Soldiers' training needs. Soldiers must "train as they fight" in order to ensure their safety in combat situations. All Soldiers qualify with their individual weapon (rifle or pistol) at least twice annually; crew-served weapons (machine guns and other automatic weapons) qualification varies by type of unit. This training is usually accomplished at the company level on fixed ranges described in [TC 25-8](#). Weapons system training (Abrams Tank, Bradley Fighting Vehicle, and Attack Helicopter) consists of a series of "tables" and occurs on large range complexes.

In addition, platoons, companies, and battalions of BCTs must conduct collective live-fire training exercises on firing ranges to ensure they have rehearsed and coordinated battle procedures and are prepared to deploy to support wartime operations. Various weapons systems use different types of munitions. Where possible, some weapons systems use inert environmentally friendly training rounds as a substitute for the firing of live rounds.

2.3.3.2. Maneuver Training

Army units must conduct regular "combined-arms" training certifications to ensure that all of the units' capabilities can be integrated and synchronized to execute missions under stressful operational conditions. Maneuver training consists of collective training of the constituent units of the BCT, which includes working together to integrate their combined capabilities and skills. Modular BCTs must conduct and rehearse maneuver training at every echelon from platoon through brigade level to ensure they can accomplish its mission-critical tasks.

Training is an Army unit's number one priority, and commanders train their units to be combat ready. "Battle Focus" is a concept used to derive training requirements, and units train according to their Mission Essential Task List (METL). This is derived from—

- Wartime operational plans (why they fight).
- Specific (to unit) combat capabilities (how they fight).
- The operational environment (where they fight).
- Directed missions (what they must do).
- Any external guidance.

The Army trains Soldiers in individual skills, units on collective tasks, and different levels of units through multi-echelon training. The Army trains as it fights, as a combined arms team.

Training ranges and training lands are the Army's classroom, and Commanders take every opportunity to move Soldiers out into the field, to fire weapons, maneuver as a combined arms team and incorporate protective measures against enemy actions.

[TC-25-8](#) clearly defines the training range infrastructure required to ensure the SBCTs can adequately prepare for operational deployment. Access to the proper training range infrastructure is a critical component for the proposed action.

2.3.4. Master Plan update ([AR 210-20](#), Real Property Master Planning for Army Installations)

The update of the Fort Lewis master plan is nearing completion. The scope of the update requires significant changes to traffic (transit) infrastructure and flow, Family housing densities and construction, Soldier and Family "quality of life" attributes, commercial and retail offerings and development, and mission capability enhancements. Area development plans are the primary planning tools for the update of the overall master plan. Draft area development plans are included in Enclosure 1.

The Yakima Master Plan is also currently being updated and should be included in the analysis of this EIS. Yakima staff will provide the draft YTC Master Plan and further details upon award of the contract.

3.0. ALTERNATIVES CONSIDERED

This section discusses several different alternatives Fort Lewis is considering for implementing the proposed action. The Purpose and Need in Section 1 set forth a context in which to analyze the viability of alternatives. The section defined necessary elements of the proposed action and allowed consideration of a broad range of alternatives for potential growth and realignment of the Army's forces. Section 3 will provide a discussion of the alternative selection criteria that the Army is using to assess whether an alternative is "reasonable" and will be carried forward for evaluation in the EIS. In addition, this section will discuss criteria used to select locations for the siting of projects required to support Army Growth and realignment at Fort Lewis.

3.1. Alternative "A". Take actions necessary to implement GTA actions and those actions interconnected to GTA

This alternative includes taking the actions necessary to support GTA growth and transformation. This would require the training of all three SBCTs at one time, training of all support and other Brigades on Fort Lewis and YTC. In addition to the unit changes presented in Table 2.1, the proposal is to house, train, and supply support services for the three SBCTs; other major subordinate commands are to include the special operations forces on Fort Lewis and YTC (Table 3.1) according to ARFORGEN— train, deploy, return, reset. This alternative would also support the Cantonment Area Planned Construction FY08-FY13 shown in Enclosure 1 and Current Range/Training Infrastructure Construction outlined in Table 2-3.

Table 3-1. Current Military Authorizations at Fort Lewis

<i>Major Subordinate Commands</i>	<i>MTOE Tenant units</i>
<ul style="list-style-type: none">• 4th Bde, 2nd Inf Div (SBCT)• 4th SQDN, 6th Cav• 5th Bde, 2nd Inf Div (SBCT)• 17th Fires Bde• 142nd Sig Bde• 201st Military Intelligence Bde• 3rd Bde, 2nd Inf Div (SBCT)• 555 Maneuver Enhancement Bde• 593 Combat Support Gp• 3rd Ordnance Bn• 62nd Medical Bde• Special Troop Bn	<ul style="list-style-type: none">• 110th Chem Bn• 1st Special Forces Gp• 112th Chem TM NBC REC• 2nd Bn (Ranger), 75th Inf• 249th Prime Power• 6th MP Gp• 4th Bn, 160th SOAR• 51st Sig Bn• AMC Support Bde

Actions the installation would need to take to support GTA stationing include construction of necessary cantonment facilities, training ranges, and execution of additional training maneuver activities. Cantonment construction support under this alternative involves the construction of SBCT facilities set within the cantonment area that is in line with the alternatives set forth in the master plan update. In addition, this alternative should also include the Yakima Master Plan for any construction related to the proposed action that is planned for YTC. YTC Master Plan draft and additional details will be provided by YTC staff upon award of the contract.

At Fort Lewis, the cantonment area under the master plan has been divided into three districts; East Division, Downtown Area and North Fort. The master plan outlines three main alternatives for each district within the cantonment area. The alternatives outlined in the master plan for each district are:

East Division:

1. Continue the installation's current plan for development.
2. Extremely compact option that consolidates the entire BCT Complex (4-2) and Army Combat Support Complex (4-6) requirements into the northernmost two blocks of the area. This plan leaves expansion space for one more medium sized brigade and one additional small function in the future, but leaves little space within the blocks for close-in training and expansion of the existing unit.
3. Stretches out the development, but includes open space for exercise fields, open green space, additional parking and running trails, but includes minimal space for expansion.

Downtown Area:

1. This option is the installation's current basic plan for development which incorporates the Town Center Draft Plan provided by Equity and the current addition planned for the Post Exchange.

2. This plan revises Alternative 1 by relocating the existing main gate, upgrading Pendleton Avenue to a multiway boulevard, concentrating more housing units around the planned town center, adding multi-use administrative buildings and education centers and siting all of the current and future requirements that are known.
3. The final alternative incorporates all of the elements of the second alternative, but revises the existing commissary and PX plans to provide two new multi-story, multi-purpose facilities.

North Fort:

1. This plan is the installation's current basic roadmap for development.
2. This revises the installation's current plan by including a town center focused around a central green with community facilities surrounding the green, including the Soldier entertainment center, the AAFES mini-mall, the dining facility, the medical facilities and future corner store and casual dining. The northernmost portion of the central green includes the ball fields and a field house. Radiating out from the green are the barracks and work areas. This will provide for a living town center that has activities focused around it both day and night, weekend and weekday.
3. The final plan includes the town center concept as in the second option, but revises the current plan for the 5-5 area to reflect a more functional layout.

These alternatives and illustrations are shown in draft area development plans (Enclosure 2) and the Concept Plans (Enclosure 3).

Facilities construction requirements for the SBCT include the following projects listed at Enclosure 1 to be sited in the cantonment area as indicated in the master plan. Facilities also include utilities extension, parking, curbing, guttering and drainage actions to ensure facilities are complete and usable. Facilities and descriptions of each project are available in the [DD Form 1391](#) and [DD Form 1391C](#), which discuss the scope of construction for each action. Facilities for the SBCT will be sited on land within the cantonment area and identified in the master plan. Some in-fill construction (demolition and new construction) will occur in the existing Fort Lewis cantonment area.

Range/Live Fire Use — Would be conducted on designated facilities at Fort Lewis and (YTC), and new ranges to be constructed as part of the proposed action.

Maneuver Use — Would be conducted to utilize the training resource in the most efficient way that allows commanders to train to desired METL and doctrinal standards, recognizing there is not enough training land. Maneuver areas will be fully utilized. (Majority of training above company level would be conducted at YTC; increased usage above doctrinal norms versus reduced focus on doctrinal conventional training tasks are to focus on near-term operational training METL).

3.2. Alternative "B". All actions under Alternative A and the addition of the realignment of a medium combat aviation brigade (CAB) to Fort Lewis/YTC

This alternative includes taking the necessary actions to support GTA growth and transformation from Alternative A, plus the actions needed for the realignment of a medium CAB to Fort Lewis and YTC.

CAB Description: CAB plans, prepares, executes, and assesses aviation and combined arms operations to support division and maneuver brigades to find, fix, and destroy enemy forces at a decisive time and place. They are organized with 2 attack battalions, an assault battalion, a general support battalion, and an aviation support battalion, with approximately 2,800 military personnel and 110 helicopters.

Actions the installation would need to take to support stationing of a CAB include construction of necessary cantonment facilities, training ranges, and execution of additional training maneuver activities and aerial training maneuvers. Cantonment construction support under this alternative involves the construction of a set of cantonment facilities to support the garrison requirements of the CAB. Facilities include 11,000 sf brigade HQ, 60,000 sf battalion HQ, 220,000 sf Combat Operations Facility, 34,000 sf aviation ops, 337,000 sf aircraft maintenance, 112,000 sf vehicle maintenance, and 880 sf space barracks complex. CAB facilities could be sited at the following locations:

1. The CAB administrative, motor pool, dining, and privately owned vehicle parking facilities would be sited near Gray Army Airfield (GAAF) with hanger facility on GAAF.
2. Site the CAB at GAAF with cantonment construction occurring in the banana belt area.

CAB Training Requirements:

The mission of a CAB includes all of the following:

- Conduct air assault operations
- Conduct air defense operations
- Conduct air movement operations
- Conduct air volcano operations
- Conduct command, control, communications, computers, and intelligence operations
- Conduct combat service support operations
- Conduct combat support operations
- Conduct deployment/redeployment operations
- Conduct fast rope insertion and extraction system and special patrol infiltration/exfiltration system operation
- Conduct mission planning and preparation
- Conduct mobility, counter mobility and survivability operations
- Conduct reconnaissance and surveillance operations
- Conduct stability operations and support operations
- Conduct casualty evacuation

Tasks associated with all of the above mission elements are defined in a "mission-to-collective" task listing.

Range/Live Fire Use — Same as Alternative A but additionally includes aviation gunnery tasks such as door gunner qualification, diving fire engagements and aviation armor engagement tasks.

Maneuver use — Same as Alternative A. In addition, aviation units would support maneuver training rotations at YTC and support combined arms live fire exercises at Fort Lewis and YTC. Aviation training would occur at GAAF and would be conducted to support integrated training exercises.

3.3. "No Action". Alternative "C"

The no-action alternative would consist of only allowing two of the three SBCT to train at a time, would not capture the cumulative effects of the training of all major brigades and battalions, or capture the cumulative effects of construction on Fort Lewis and YTC. The installations would continue to use the outdated master plan produced approximately 13 years prior to initiation of the Army Transformation.

3.4. Screening Criteria (TBD)

Criteria for Analysis

In general, proposed actions and alternatives for detailed environmental evaluation are those that support a comprehensive, long-term plan to insure the installation's sustainability. Specific criteria for evaluating alternatives may include:

Mission Support: The alternative must promote, support, or be consistent with, an Army mission requirement. Mission requirements include (1) BRAC, (2) GDPR, (3) GTA, (4) Modularity, (5) Transformation, (6) Training, and (7) Functional Efficiency.

Technical Viability: The alternative must be practicable to an extent similar to the proposed action and other alternatives. Technical viability focuses on the conformance of the alternative to Army mission, doctrine and standards. For example, placing a training range in an area that would require a reduction in the range footprint to less than Army standard, when other alternatives allow a standard configuration, should be deemed not viable and eliminated from detailed evaluation.

Economic Feasibility: The alternative must be achievable within a reasonable cost as compared to the proposed action and other alternatives. Alternatives whose implementation is significantly more expensive without increased benefit commensurate with the additional cost should be eliminated from detailed evaluation.

Sustainability: The alternative should enhance or support installation sustainability to a similar extent as the proposed action and other alternatives. Alternatives that degrade the natural environment or require significantly greater resources than the proposed action and other alternatives without commensurate increased benefit should be eliminated from detailed evaluation.

Public Relations: To the extent feasible, the alternative should reflect positively upon the Army and enhance the relationship between the installation and the surrounding community. Alternatives that encroach on the adjacent Civilian population

or that increase noise levels to off-post Civilian receptors can often meet with public resistance and erode relationships between the garrison and the local community. Alternatives that have the potential to enrage, alienate, or disenfranchise the surrounding community without commensurate additional benefits (when compared to the proposed action and other alternatives) should be eliminated from detailed evaluation.

Additional evaluation criteria may be developed after the Purpose and Need section of the EIS has been finalized.

3.5. Alternatives considered as unreasonable

- Train at other installation (such as National Training Center (NTC)).
- Station units at sub-installation (such as YTC).
- Conduct maneuver training at NTC or another location.

4.0. VALUED ENVIRONMENTAL COMPONENTS (VECs)

Table 4-1. VEC Level of Analysis for Alternative A

VEC	FT Lewis	Yakima Training Center
Air Quality	Moderate - Maintenance area for hazardous air pollutants (HAPs) High	Moderate - Maintenance area and increased vehicles for conformity
Air Space	Minor	Minor
Cultural	Moderate - Additional phase one National Historic Preservation Act (NHPA) required and update programmatic agreement with State Historic Preservation Officer (SHPO)	Moderate - Arch surveys
Noise	Moderate - Additional gunnery and new weapons systems High Mobility Artillery Rocket System (HIMAR)	Moderate - Additional gunnery and new weapons systems (HIMAR)
Soil Erosion Effects	Minor	Moderate - Off-road travel
Biological Resources	Moderate - Eagles and potential for increased spread of invasive species	Moderate - Eagles, Sage Grouse and potential for increased spread of invasive species
Wetlands	Minor	Moderate - Soil erosion
Water Resources	Quality - Minor Quantity - Minor	Quality – Moderate - Soil Erosion Quantity - Minor
Facilities	Moderate - Lack of available buildings and maintenance issues of existing buildings, shortage of ranges	Moderate - Lack of available buildings, shortage of ranges

Socioeconomics	Moderate - Schools	Minor
Energy Demand/ Generation	Minor	Minor
Land Use Conflict/ Compatibility	Moderate - Environmental Justice, noise impacts to Nisqually tribe	Moderate - Access to facility by Yakama tribe for plant harvest
Haz Mat/ Haz Waste	Minor	Minor
Traffic and Transportation	Moderate - Access, on and off post during AM and PM peak hours as well as on post traffic	Minor- Increased convoy traffic
Wildfire Management	Minor	Moderate - Range fires

Table 4-2. VEC Level of Analysis for Alternative B

VEC with CAB	FT Lewis	Yakima Training Center
Air Quality	Moderate - Maintenance area for HAPS with additional increases for HAPS HIGH	Moderate - Maintenance area and increased vehicles for conformity. Additional increases for HAPS
Air Space	Minor - Training impacts unknown	Minor - Training impacts unknown
Cultural	Moderate - Additional phase one NHPA required and update programmatic agreement with SHPO	Moderate - Arch surveys and Digital Air-Ground Integration Range
Noise	Moderate - Additional gunnery and new weapons systems (HIMAR), maneuvers off post	Moderate - Additional gunnery and new weapons systems (HIMAR)
Soil Erosion Effects	Minor	Moderate - Off-road travel
Biological Resources	Moderate - Increased impacts on eagles and potential for increased spread of invasive species	Moderate - Increased impacts on eagles, sage grouse and potential for increased spread of invasive species
Wetlands	Minor	Moderate - Soil erosion
Water Resources	Quality - Minor- Increased vehicle washing Quantity - Minor- Increased vehicle washing	Quality – Moderate - Soil erosion Quantity - Minor
Facilities	Moderate - Lack of available	Moderate - Lack of

	buildings and maintenance issues of existing buildings, shortage of ranges, construction requirements	available buildings, shortage of ranges, construction requirements
Socioeconomics	Moderate - Schools, increase in school aged children	Minor
Energy Demand/ Generation	Minor	Minor
Land Use Conflict/ Compatibility	Moderate - Environmental Justice, additional noise impacts to Nisqually Tribe	Moderate - Access to facility by Yakama Tribe for plant harvest
Haz Mat/ Haz Waste	Minor	Minor
Traffic and Transportation	Moderate - Increased access issues on and off post during AM and PM peak hours as well as on post traffic	Minor - Increased convoy traffic
Wildfire Management	Minor	Moderate - Increase in range fires

5.0. RECOMMENDED CONSULTATIONS

Consultations that will be required as part of the contract are listed below. The contractor shall facilitate these consultations. Facilitation may include tasks such as meeting coordination, preparation of draft letters and documents needed for the consultation, and preparing meeting minutes.

FT Lewis:

1. SHPO
2. EPA – General Conformity
3. Federal Aviation Administration – informal communication
4. Tribes - Three tribes

YTC:

1. SHPO
2. Tribes - Two tribes and one band
3. U.S. Fish and Wildlife Service – Greater Sage Grouse

6.0. COOPERATING AGENCIES:

No formal Cooperating Agencies status is anticipated for this action at this time.

7.0. SUPPORTING STUDIES:

Supporting studies that will be required as part of the contract include the following:

Fort Lewis and Yakima:

- **Traffic** – Update to previous traffic report for Fort Lewis
- **Socioeconomic** – Economic Impact Forecast System
- **Air Quality** – Modeling study
- **Biological Assessment** – Optional Study (Please provide a separate line item in the proposal for this task). A list of endangered and threatened species at YTC and Fort Lewis is provided below:

Table 7-1. List of Endangered Species at Yakima Training Center

Species On Installation	Scientific Name	Status	Critical Habitat on YTC
Yakima Training Center			
Ute ladies'-tresses	<i>Spiranthes diluvialis</i>	T	No
Bald Eagle	<i>Haliaeetus leucocephalus</i>	T	No
Columbia River bull trout DPS	<i>Salvelinus confluentus</i>	T	No
Upper Columbia River spring-run chinook salmon ESU	<i>Oncorhynchus tshawytscha</i>	E	No*
Steelhead	<i>Oncorhynchus mykiss</i>		
Mid-Columbia River ESU		T	No*
Upper Columbia River ESU		E	No*
Greater sage-grouse (Columbia Basin DPS)	<i>Centrocercus urophasianus</i>	C	N/A
Umptanum Wild Buckwheat	<i>Erigonum codium</i>	C	N/A
Basalt Daisy	<i>Erigeron basalticus</i>	C	N/A
Northern Wormwood	<i>Artemisia campestris ssp. Borealis var. wormskioldii</i>	C	N/A
E = Federally listed as endangered; T = federally listed as threatened; and C = candidate for listing. * Critical habitat is designated for these species but YTC was excluded from this designation (National Marine Fisheries).			

Table 7-2. List of Endangered Species at Fort Lewis

Species On Installation	Scientific Name	Status	Critical Habitat on Lewis
Fort Lewis			
Golden paintbrush	<i>Castille jalevisecta</i>	T	No
Marsh sandwort	<i>Arenaria paludicola</i>	E	No
Water howellia	<i>Howellia aquatilis</i>	T	No
Marbled murrelet	<i>Brachyramphus marmoratus</i>	T	No
Northern spotted owl	<i>Strix occidentalis caurina</i>	T	Yes
Gray wolf	<i>Canis lupus</i>	E	No

Grizzly bear	<i>Ursus arctos</i>	T	No
Coastal/Puget Sound Distinct population segment of bull trout	<i>Salvelinus confluentus</i>	T	No
Puget Sound steelhead	<i>Oncorhynchus mykiss</i>	T	No
Chinook salmon	<i>Oncorhynchus tshawtscha</i>	T	No
E = Federally listed as endangered; T = federally listed as threatened; and C = candidate for listing.			

8.0. PROJECT TIMELINE

EIS is to be completed within 1 year from publication of the (NOI).

9.0 STAFFING PROCEDURES

IMCOM's chain of command will be used for staffing and document approval. Army staffing is expected to occur in accordance with draft IMCOM guidance, and will occur simultaneously at all levels above garrison with a 2 week period allotted for review and comment. Reconciliation of Army comments will occur during an additional 1 week window. A copy of the draft IMCOM staffing guidelines are at Enclosure 3.

10.0. SPECIAL REQUIREMENTS

10.1. Document Structure and Printing

Prepare an executive summary to the document, beginning with the internal review versions of the draft EIS. Internal drafts of the document shall be made available in both Microsoft Word and Adobe Acrobat formats (25 hard copies and 25 CDs). Published versions of the draft EIS shall be printed and bound (100 copies) and made available in Adobe Acrobat format on Compact Disc (100 copies). Published versions of the final EIS shall be printed and perfect bound (100 copies) and made available in Adobe Acrobat format on CD (100 copies). Published versions of the ROD shall be printed and saddle-stitch bound (50 copies) and made available in Adobe Acrobat format on CD (50 copies). All Adobe Acrobat files shall include bookmarks denoting significant sections within the document, and shall be text searchable.

10.2. Geographical Information System (GIS) and Other Data

Map figures shall be produced in a GIS, and both the maps and data layers shall be deliverables in this contract. Ownership of all data and models developed for the purposes of executing the work contemplated in this ISOWPP shall devolve onto the U.S. Army.

10.3. Mitigation Spreadsheet

Prepare a mitigation spreadsheet with each version of the required documents (draft EIS, final EIS, draft ROD, and final ROD). The spreadsheet should describe the proposed mitigation, the reasons for proposal, anticipated cost, responsibility of execution, etc.

11.0. EXISTING NEPA AND PLANNING DOCUMENTS

- a. PEIS for Army Growth and Force Structure Realignment.
- b. NEPA Analysis Guidance Manual.
- c. Final Environmental Assessment Stationing Regimental Aviation Assets at Fort Lewis and Yakima Training Center, Washington.
- d. Final Environmental Assessment of the Implementation of the Army Residential Communities Initiative at Fort Lewis, Washington.
- e. Other environmental, planning, and management documents are available. However, the documents listed above should contain most or all of the information necessary for environmental impact analysis of the alternatives presented herein.

12.0. POINTS OF CONTACT (POC)

The POC for this project shall include all installation personnel necessary for gathering information and preparing the NEPA analysis.

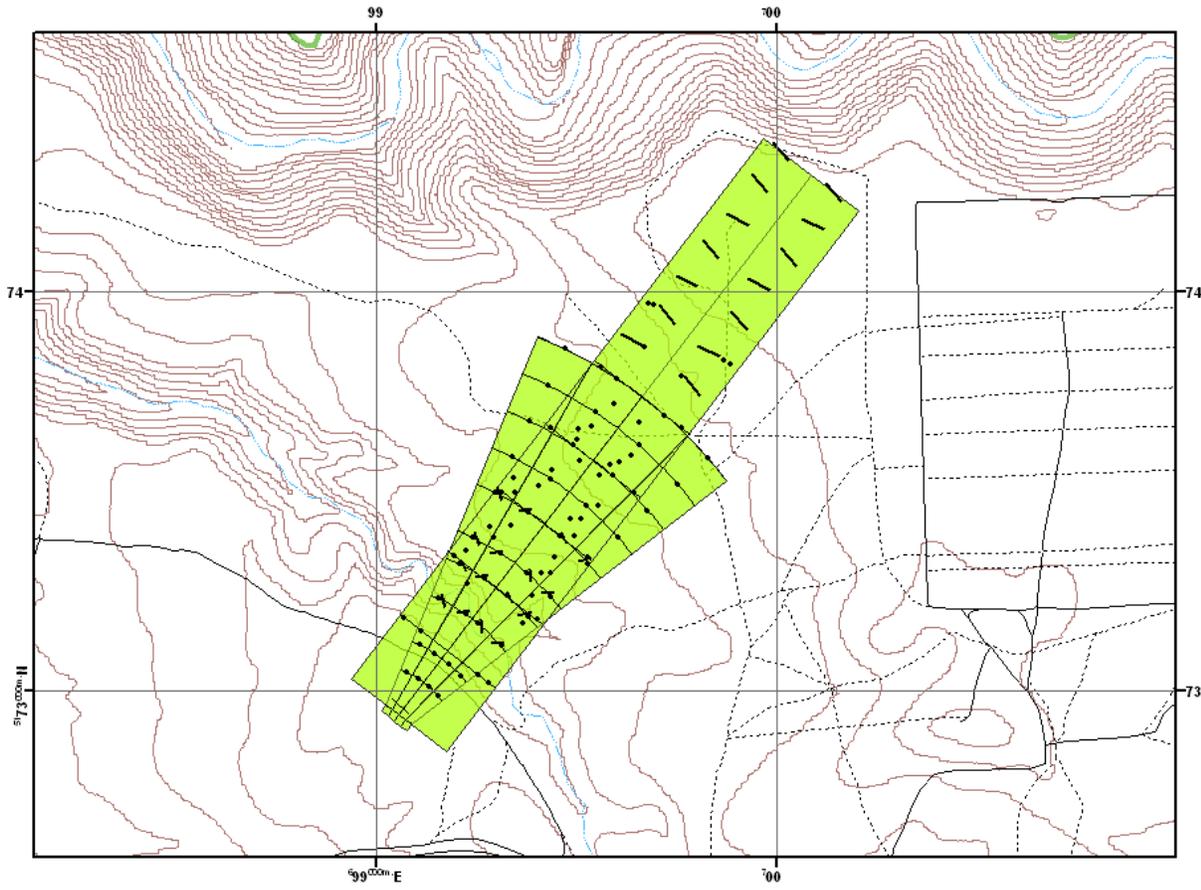
Name	Organization	Email	Phone
	USAEC		
	Installation NEPA		
	Installation Subject Matter Expert (e.g., air, noise, water, etc.)		
	COR		

ENCLOSURE 1

Cantonment Area Planned Construction FY08 – FY13

FY	Project Title	BG HQ (SF)	BT HQ (SF)	COF (SF)	DFAC (SF)	Veh Max (SF)	Storage (SF)	Motor Pool (SF)	Barracks (SF)	Admin (SF)	Other (SF)	Parking (SF)
2008-2010	BCT Complex (4-2)	29,684	112,800	442,060	30,233	171,248	36,100	208,759	662,460			3,832
2012-2013	4-6 ACS Complex		as sited	as sited	13,245	as sited	as sited	as sited	97,715	as sited	as sited	333
2009	ANG Facility									160,900		as sited
2007-2013	17th FA BGD (as sited)	22,762	40,413	163,971	16,534	88,290	14,665	55,766	259,454		13,755	as sited
2007-2011	5-2 BGD MX (TEMF)					105,176	22,750	202,277				0
2008	864th EN					35,290					30,000	0
2008	North Fort Education Center											90
2008	Army Growth Brigades, Bt's, COF's (5-2)	36,650	34,954	0	0	0	0	0	0	0	0	215
2008	Medical/Dental Clinic										42,194	127
2009	Battalion Complex (3d ORD/110th Chem)		34,954	104,523		18,000	26,282	29,960		35,688		525
2009	Soldier Entertainment										21,000	63
2009	5-5 BGD		17,477	54,470	1,880	35,290	10,815	22,413	55,632			388
2009	ESC	54,200		21,914		18,180	7,000	11,401				228
2011	23rd CHEM	16,006	48,290			33,410	10,815	43,734	67,148			394
2011	North Fort Infrastructure											0
2011-2013	Sustainment Brigade	42,420	30,506	162,300		24,984	6,300		40,992		13,755	829
2012	North Fort Physical Fitness										100,672	302
2012-2013	Warrior Forge (as sited)			27,556					257,042			as sited
2008	CDC pre-School									24,000	82,000	212
2009	Soldier Training Center										134,000	268
2012	Division HQ			24,462		36,692				73,510		196

SFF Layout

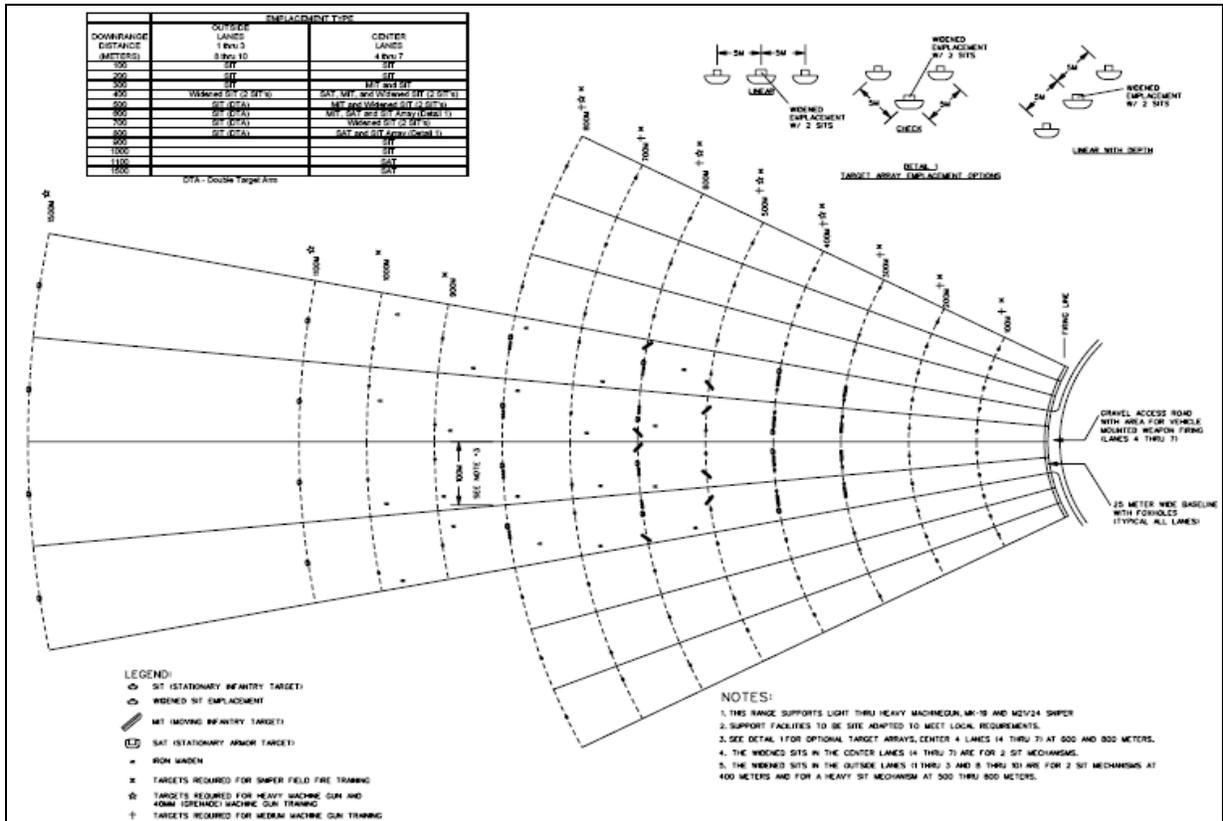


SFF SDZ

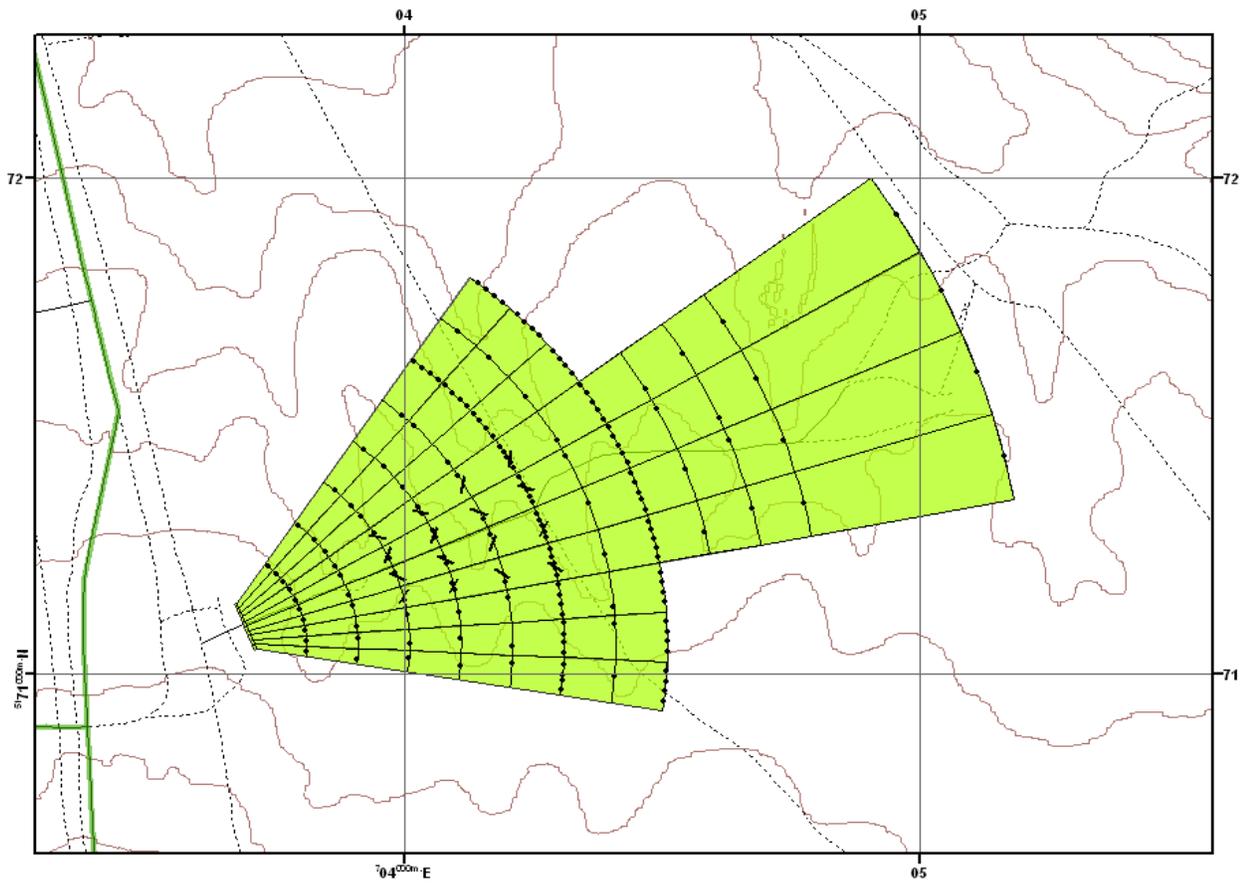


MPMG Primary Facilities, Layout and SDZ:

- Control Tower 248SF
- Ops/Storage 800SF
- General Inst Bldg 800SF
- Latrine 364SF
- Covered Mess 800SF
- Bleacher Enclosure 536SF
- Ammo Breakdown Bldg 120SF
- 106 Stationary Infantry Targets (SIT)
- 24 Double Target Arm – (SIT)
- 16 Moving Infantry Targets (MIT)
- 20 Stationary Armor Targets (SAT)



MPMG Layout



MPMG SDZ



Provided Separately

ENCLOSURE 2
AREA DEVELOPMENT PLANS

ENCLOSURE 3
CONCEPT PLANS

ENCLOSURE 4
DRAFT IMCOM STAFFING GUIDELINES

DRAFT
NEPA STAFFING GUIDELINES

NEPA Staffing Protocol for Environmental Impact Statements.

a. All IMCOM installations will advise IMCOM HQ through the chain of command of an Army requirement for an EIS.

b. All IMCOM installations will adhere to the intent of the NEPA Staffing Protocol. The NEPA Staffing Protocol is a standardized approach that outlines a staffing and review process to support an accelerated schedule for an EIS.

c. The Staffing Protocol includes—

(1) The Installation proponent or lead determines that an EIS is needed.

(2) Installation proponent or lead sends an email through the chain of command to the Commander, USAEC, ATTN: Chief, Environmental Planning Support Branch.

(3) USAEC assigns a facilitator to support the EIS process including development of the ISOWPP and staffing assistance at HQDA.

(4) The preliminary draft EIS, final EIS, and draft ROD is submitted for concurrent review at all levels within the Army. The Notice of Intent (NOI) and Notice of Availability (NOA) packages will also be submitted for concurrent reviews at all levels within the Army. The entire staffing process should take approximately 4 to 5 weeks. Each organization reviewing the document will assign a single POC with decision-making authority to represent the organization during the comment resolution process. In-Progress Reviews (IPRs) occur as needed, and documents are electronically posted on a secure website to the extent practical.

(5) The contractor or document preparer will include a spreadsheet that summarizes the proposed mitigation, the justification for the proposed mitigation and the estimated cost of the mitigation with each review (e.g., draft EIS, final EIS, draft ROD, final ROD).

(6) The following steps will be completed within the times specified:

(a) Army organizations must complete their review and submit one set of comments within 10-working days of receipt of document. Army organizations must reconcile internal conflicting comments prior to submission of comments.

(b) The contractor or document preparer will have 5 working days to revise the document in accordance with Army comments.

(c) A facilitated IPR (approximately 3 days) will be held to reconcile conflicting comments among Army organizations. The IPR is the final decision meeting for the draft EIS and the final EIS.

(d) The contractor or document preparer will then have 5 working days after the IPR to make final revisions and deliver the document back to the proponent.

(e) The proponent will deliver the NOI and/or NOA packages to the Chief, Public Affairs office, who will assist in the issuance of appropriate press releases to coincide with the publication of notices in the Federal Register, and the Office of the Chief of Legislative Liaison (OCLL), so that congressional coordination may be effected. The proponent will then deliver the NOI and/or NOA packages and EPA transmittal letter to the Deputy Assistant Secretary of the Army for Environment, Safety, and Occupational Health (DASA(ESOH)) for signature.

(f) Document is delivered to EPA by the proponent.

(7) Technical comments will be resolved by the single POCs assigned decision-making authority for the respective organizations. The Office of the Judge Advocate General (OTJAG), Environmental Law Division (ELD), will be the decision maker to determine whether a document is legally sufficient, including resolving any disagreements among counsel at lower levels.

(8) A review and feedback strategy is an important aspect of this protocol. The following are means to be used as necessary and provided to the highest level of command necessary:

(a) Biweekly situation report on the status of the project.

(b) Monthly conference calls or IPRs.

(c) Significant activity report (SIGACT).

(d) Review and feedback information shall be provided by the contractor or document preparer to the proponent and proponent lead with copies to ELD, Assistant Chief of Staff for Installation Management (ACSIM); USAEC, Technical Director; IMCOM Region, Environmental Division.

(9) Example staffing timelines are as follows:

Notice of Intent

08 Jan 07	10-day review begins on NOI Package.
22 Jan 07	Agency POC submits review comments to installation POC. POC reviews comments, makes revisions, and identifies issues.
29 Jan 07	Conference call to discuss and resolve issues.
05 Feb 07	Deliver revised NOI Package to proponent for approval and final distribution to ELD, OCLL, PAO and DASA(ESOH).
Feb 07	DASA(ESOH) signs transmittal letter for NOI to EPA.
Feb 07	EPA Publishes NOI.

Draft EIS

02 Apr 07	10-day review begins on Preliminary Draft EIS/NOA Package.
13 Apr 07	Agency POC submits review comments. Contractor makes revisions.
24 Apr 07	Hold 3-day IPR.

04 May 07 Deliver Draft EIS/NOA Package to Proponent for approval and final distribution to ELD, OCLL, PAO, and DASA(ESOH).
May 07 DASA(ESOH) signs NOA and letter to EPA.
May 07 EPA publishes notice of receipt of DEIS.
May 07 45-day public review period begins

Final EIS

20 Aug 07 10-day review begins on Preliminary Final EIS/NOA Package.
31 Aug 07 Agency POC submits review comments.
11 Sep 07 Hold 3-day IPR.
21 Sep 07 Deliver Final EIS/NOA Package to Proponent for approval and final distribution to ELD, OCLL, PAO, and DASA(ESOH).
Sep 07 DASA(ESOH) signs NOA and letter to EPA.
Sep 07 EPA publishes notice of receipt of Final EIS.
Sep 07 30-Day public wait period begins

Record of Decision (ROD)

Sep 07 10-day review begins on Draft ROD.
Sep 07 Agency POC submits review comments.
Oct 07 ROD available for signature.

Appendix E

Guidance for Compilation of the Administrative Record

Administrative Record Documents: Subject Matter and Type Guidelines

I. Introduction

The following is provided as guidance on the subject matter and general guidelines of documents that may be included in the administrative record. Additional guidance is available from the Department of Justice in [Guidance to Federal Agencies on Compiling the Administrative Record](#). It is suggested that these documents be compiled for possible inclusion in the administrative record. These guidelines are not exhaustive, but are representative of the Department of Justice guidelines for preparing administrative records. When preparing an administrative record, particularly for controversial or large projects, or in anticipation of litigation, close coordination with legal counsel is absolutely critical.

II. General guidelines on the *Subject Matter of Documents* to be included in the Administrative Record

All of the following documents that relate to the following subjects should be identified for possible inclusion in the administrative record:

1. The express purpose and need for the proposed action. Combine with a clear, complete and detailed expression of the proposed action and its technical aspects.
2. The full range of alternatives that were considered, and those excluded from further consideration, including the no action alternative.
3. Related NEPA documents, including prior analysis within EAs, EISs, tiered documents and documents incorporated by reference.
4. The projected environmental impacts associated with the preferred alternative and other alternatives considered, and if different, the proposed action. Include all documents related to an analysis of these impacts. Include the entire affected environment and all related issues.
5. Any related studies or scientific data on the environmental impacts. Include both conflicting information and supporting information. When working on weapons systems documents, include prior use of the system undergoing analysis and any current uses of the system.
6. The projected environmental impacts associated with future uses of a system or a decision to go forward with the proposed action. Such documents would include not only published and unpublished drafts of the subject EIS, but also all other documents related to the drafting effort.
7. Include all efforts being performed to support both the proposed action, the drafting of the EIS and its analytical/scientific development, including, but not limited to—

- a. Executive Steering and Project Management documents.
 - b. Scientific working group and scientific research documents.
 - c. All public participation and outreach documents, studies and summaries thereto.
 - d. All documents with regard to communications with Federal, state and local agencies related to either resources affected, development of the document, public participation or as informational exercises.
 - e. All documents associated with non-governmental organizations, think tanks, public policy and environmental concern groups.
 - f. All documents related to obtaining of necessary licenses, permissions, permits, grants, leasing and consultations as between the Department of Army and resource agencies with authority over such activities. For example, for endangered species consultation under Section 7, and the obtaining of an incidental take permit under Section 9, such consultation would be with either the Fish and Wildlife Service, or National Marine Fisheries Service, depending upon the species at issue.
 - g. Documents relative to lead, cooperating and/or agencies with special expertise.
 - h. All documents expressing the technical aspects of the proposed action and alternatives.
 - i. All documents related to the affected environment.
8. The need and description for the award of contracts that are connected to the project or weapons system with associated expenditures of funding by the Department of Army for performance of these contracts. Care should be taken to consider whether such are arguably a commitment of resources toward ultimate introduction and deployment, and/or research, development, test and evaluation action. Compile all sections of the basic contract (A-Z) for possible inclusion, unless there is a point of challenge that specifically regards the contract, only selected portions will go into the administrative record.

III. General guidelines for the *Types of Documents* to be included in the Administrative Record

1. The term "document" has a very broad definition. It can include not only paper documents, but also electronic email messages, microfilm and microfiche, maps, graphics, raw data, videotapes, cassette recordings and any other format used to communicate, store, present or maintain information. Where electronic messages and data have been stored, but not printed into a hard copy, include these materials as well where they are retrievable by electronic means.
2. Include all those documents prepared, reviewed or received by Department of Army personnel where these documents were used by or were available for use by the decision-maker, even if they were not actually considered.
3. Include all documents that were sent to, presented, or shared with the decision-

maker, even if they were not actually considered.

4. Include communications received from, sent to, prepared for and related all summaries and reports related to other agencies, governmental entities, citizens, public interest groups, special interest groups, environmental organizations and otherwise.

5. Include legible copies of personal notes of individual employees, management groups, executive groups, scientific groups and other identifiable groups or teams where those notes were actually used in the decision making process. Retain, but do not submit, employees personal notes not disclosed to, or used by, others.

6. Include documents that may be protected from public (though not judicial) disclosure, by a claim of privilege, proprietary interest of a contractor, and as classified. Use the following guidance:

a. Without permanently marking on the original documents themselves, documents should be labeled (using "sticky notes" or some removable tag) with the appropriate privilege asserted. Do not mark on the documents themselves; "tag" them appropriately with the protection asserted appropriately with the protection asserted (for example, Attorney-Work Product, Prepared in Anticipation of Litigation, Intra-Agency Deliberative Process, Mental Deliberations of Executive Document, Classified, Proprietary etc.), though care should be taken to prevent abuse of these assertions. When in doubt as to whether a document is protected or privileged, consult an attorney. Documents containing attorney work product should be kept separate from those of other reviewers/commenters; failure to keep attorney work product separate results in a risk of losing the protections afforded by attorney-client privilege. For example, attorney comments on an environmental document that are provided in the form of a matrix should not be combined in a consolidated document with those of other reviewers, unless the attorney's comments remain separately marked to indicate their potentially privileged nature. Often, with a consolidated comment matrix, only the reviewers' last names and office symbols will distinguish the source of the comments. This is not sufficient to maintain the privilege, and may result in a judicial determination of loss of the privilege, or release of privileged documents in error simply because the source of the comments (and potential privilege) was overlooked.

b. Place these documents in a folder or large envelope with clear markings indicating the privilege asserted. If the document is maintained in electronic form, label the electronic folders with the appropriate privilege.

c. Submit with the documents the POC, including name, address, phone and fax, email, command location, and position held; for a contractor asserting a proprietary claim, a POC at the business location able to support the claim.

d. Classified documents are to be segregated from all unclassified documents and sent to Counsel's office for review. The compiler of the administrative record should not write or permanently mark on the original documents themselves.

7. Include documents that contain information that contradicts or conflicts with any portion of the projected or ultimate outcome of the NEPA process or analysis, including contradictory scientific findings, expressions of contradictory analysis, non-supportive public or inter-agency communications. Documents reflecting internal conflict as between

Department of Army personnel may also be included. Such documentation reflects a healthy attempt at taking the “hard look”.

8. Include policies, guidelines, directives and manuals as well as relevant statutes, regulations, and management documents.

9. Include technical information, sampling results, survey information, engineering reports or studies, and multi-disciplinary data or findings used to make the decision.

10. Include **all** decision documents.

11. Include meeting minutes or transcripts, memorialization of telephone/video teleconference conversations and meetings, even where handwritten unless they are for an individual’s personal use only.

IV. Conclusion

Environmental professionals must understand and adhere to the principle that the administrative record remains open until the ROD is signed. Therefore, this effort is continuous and ongoing until that time. Following this signature, no additional documents may be added to the administrative record where they post-date the ROD unless specifically requested by the reviewing tribunal in the case of an inadequate or clearly defective administrative record, or where declarations are allowed. In the case of a data call from the Office of General Counsel, Litigation—

- a. Supply two copies and retain the original.
- b. Screen for duplicates.
- c. Ensure the documents are correctly ordered.
- d. Include all attachments and enclosures.

Appendix F
Example of Mitigation Spreadsheet

PROPOSED MITIGATION							
Mitigation	Justification	Bill Payer	Recurring or Non-recurring	FY11 Cost (\$K)	FY12 Cost (\$K)	FY13 Cost (\$K)	FY14 Cost (\$K)

Glossary

Section I Abbreviations

AAR	After Action Review
ACOM	Army Command
ACSIM	Assistant Chief of Staff for Installation Management
AERO	Army Environmental Reporting Online
AMF	Army Modular Force
AR	Army Regulation
BAX	Battle Area Complex
BCT	Brigade Combat Team
CAB	Combat Aviation Brigade
CD	Compact Disc
CEQ	Council on Environmental Quality
CFR	Code of Federal Regulations
CSA	Chief of Staff for the Army
DASA(ESOH)	Deputy Assistant Secretary of the Army for Environment, Safety, and Occupational Health
DCG	Deputy Commanding General
DOPAA	Description of Proposed Action and Alternatives
EA	Environmental Assessment
EIS	Environmental Impact Statement
ELD	Environmental Law Division
EPA	Environmental Protection Agency
EPB	Environmental Planning Branch
FNSI	Finding of No Significant Impact

FY	Fiscal Year
GAAF	Gray Army Airfield
GDPR	Global Defense Posture Realignment
GIS	Geographical Information System
GTA	Graphic Training Aid
HAP	Hazardous Air Pollutant
HIMAR	High Mobility Artillery Rocket System
HQ	Headquarter
HQDA	Headquarters Department of the Army
IMCOM	Installation Management Command
IPR	In-Progress Review
ISOWPP	Initial Scope of Work Planning Package
METL	Mission Essential Task List
MIT	Moving Infantry Target
MPMG	Multi-Purpose Machine Gun
NEPA	National Environmental Policy Act
NHPA	National Historic Preservation Act
NOA	Notice of Availability
NOI	Notice of Intent
NTC	National Training Center
OCLL	Office of the Chief of Legislative Liaison
OSJA	Office of the Staff Judge Advocate
OTJAG	Office of the Judge Advocate General
PAO	Public Affairs Office
PEIS	Programmatic Environmental Impact Statement

POC	Point of Contact
REC	Record of Environmental Consideration
ROD	Record of Decision
SAT	Stationary Armor Target
SBCT	Stryker Brigade Combat Team
SF	Square-feet
SFF	Sniper Field Fire
SHPO	State Historic Preservation Officer
SIGACT	Significant Activity Report
SIT	Stationary Infantry Target
STRAC	Standards in Training Commission
TC	Training Circular
USAEC	United States Army Environmental Command
VEC	Valued Environmental Component
YTC	Yakima Training Center

Section II

Terms

Army Master Range Plan (AMRP) — The master repository for the Deputy Chief of Staff, G-3/5/7 validated, prioritized, and funded range modernization and training land acquisition projects. It serves as the Army's database of record for all Army-approved range projects in all resourcing categories.

Army Organizations — Refers to an installation, Army Command, IMCOM Region, G-3/5/7, G-8, Assistant Chief of Staff for Installation Management, USAEC, HQ IMCOM or other major subdivision of the Army structure.

Council on Environmental Quality (CEQ) — The body established by Title II of NEPA and charged with monitoring progress toward achieving the national environmental goals as set for the in NEPA. The CEQ promulgates regulations governing the NEPA process for all Federal agencies.

Environmental Assessment (EA) — (a) Means a concise public document for which a Federal agency is responsible that serves to: (1) Briefly provide sufficient evidence and analysis for determining whether to prepare an environmental impact statement or a finding

of no significant impact. (2) Aid an agency's compliance with the act when no environmental impact statement is necessary. (3) Facilitate preparation of a statement when one is necessary. (b) Shall include brief discussions of the need for the proposal, of alternatives as required by Section 102(2)(E), of the environmental impacts of the proposed action and alternatives, and a listing of agencies and persons consulted. [[40 CFR § 1508.9](#)]

Environmental Impact Statement (EIS) — Means a detailed written statement required by Section 102(2)(C) of NEPA [[40 CFR § 1508.11](#)]

Initial Scope of Work Planning Package (ISOWPP) — The ISOWPP is a standardized approach to internal Army scoping. This internal Army scoping provides the framework for articulating the proposed action, purpose, need, alternatives, and screening criteria for the action. It also provides an initial assessment of the level of analysis required for specific valued environmental components, required studies for the impacted area, recommended consultations, potential mitigation, and public participation plan requirements.

Mitigation — "Mitigation" includes: (a) Avoiding the impact altogether by not taking a certain action or parts of an action. (b) Minimizing impacts by limiting the degree or magnitude of the action and its implementation. (c) Rectifying the impact by repairing, rehabilitating, or restoring the affected environment. (d) Reducing or eliminating the impact over time by preservation and maintenance operations during the life of the action. (e) Compensating for the impact by replacing or providing substitute resources or environments. [[40 CFR § 1508.20](#)]

Notice of Availability (NOA) — Notification placed in the Federal Register by an agency announcing that an EIS or other environmental document is available for public review.

Notice of Intent (NOI) — Means a notice that an EIS will be prepared and considered. The notice shall briefly: (a) Describe the proposed action and possible alternatives. (b) Describe the agency's proposed scoping process including whether, when, and where any scoping meeting will be held. (c) State the name and address of the person who can give answer questions about the proposed action and the EIS. [[40 CFR § 1508.22](#)]

Sustainable Range Program (SRP) — The Army's overall approach for improving the way in which it designs, manages, and uses its ranges to meet its 10 US Code mission training responsibilities. The SRP proponent, the Office of the Deputy Chief of Staff G-3/5/7, defines SRP by its two core programs, the Range and Training Land Program (RTLTP) and the Integrated Training Area Management (ITAM) Program, which focus on the doctrinal capability of the Army's ranges and training land. To ensure the accessibility and availability of Army ranges and training land, the SRP core programs are integrated with the facilities management, environmental management, munitions management, and safety program functions supporting the doctrinal capability. Within the US Army Test and Evaluation Command (ATEC), SRP is defined by its test range and ITAM programs and is similarly integrated with the program functions supporting the doctrinal capability.

Section III

Special Abbreviated Terms

This section contains no entries.