

UNITED STATES
DEPARTMENT OF THE INTERIOR

REQUISITION

Requisition No.

To Contracting & Office Services	Bureau/Office Philadelphia Support Office National Park Service	Date April 20, 2001
Appropriation/Allotment No. 4565-6101-NII	Charge shipping costs to:	
Vendor Mr. Robert Killoren Assistant Vice President for Research Office of Sponsored Programs 110 Technology Center The Pennsylvania State University University Park, PA 16802-7000	Deliver to Philadelphia Support Office Stewardship & Partnerships U.S. Custom House 200 Chestnut Street Philadelphia, PA 19106-2878	

ITEM OR FORM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	To carry out terms and conditions of Supplemental Agreement No. 21 to Cooperative Agreement No. 4000-8-9028 for the purpose of developing a Natural Resource Bibliographic (NRBIB) database for the Appalachian National Scenic Trail. Payments of incurred costs for services conducted during this study will be made to the Cooperator on a quarterly basis, with the last payment due on or before December 31, 2002, based upon satisfactory project progress and timely submission and approval of acceptable required deliverables.	1 job	ea		\$40,000

To Be Completed by Fiscal Authority Only

FUND CERTIFICATION: Funds in the amounts shown are available and chargeable to the cost authorities shown above.

Signature	Date	Approved by (Signature) <i>John F. Karish</i>	Date 04/20/2001
Title		Title PHSO Chief Scientist	
Requisitioned by (Signature)	Date	Bureau Officer (Signature) <i>John F. Karish</i>	Date 04/20/2001
Title		Title Leader, PHSO Stewardship and Partnerships	

Prepare in single space typing. Use double space between items. Fill out top of requisition completely, showing complete shipping instructions and appropriation if different from that to which requisition is chargeable.

AGREEMENTS
DATA SHEET

1. Agreement Number: CA 4000-8-9028; Supplemental Agreement No. 21
2. Parties to Agreement:
 - a. National Park Service (WASO Division, Region, Park)
Philadelphia Support Office, Stewardship and Partnerships
 - b. Other(s) (Organization Name and Address)
The Pennsylvania State University
Office of Sponsored Programs
University Park, PA 16802-7000
3. National Park Service Funding Date (If Applicable):
 - a. Amount to be Obligated (Current FY) \$40,000
 - b. Account Numbers 4565-6101-NII
4. Type of Report (Circle) and Term (Year/Month/Day):

a. ~~Basic~~	Beginning Date	<u> </u>	Ending Date	<u> </u>
b. ~~Reaffirmation~~	Beginning Date	<u> </u>	Ending Date	<u> </u>
c. <u>Supplemental</u>	Beginning Date	<u> </u>	Ending Date	<u>02/12/31</u>
d. ~~Modification~~	Beginning Date	<u> </u>	Ending Date	<u> </u>
5. Purpose of Agreement:
To develop a Natural Resource Bibliographic (NRBIB) database for the Appalachian National Scenic Trail.
6. Category Code:
 - a. Primary 04
 - b. Secondary 02
7. Signing Official

Name

Title

Date



United States Department of the Interior

NATIONAL PARK SERVICE
Philadelphia Support Office
200 Chestnut Street
Philadelphia, PA 19106-2878

IN REPLY REFER TO:

S72 (PSO-C&OS)

Mr. Robert Killoren
Assistant Vice President for Research
Office of Sponsored Programs
110 Technology Center
The Pennsylvania State University
University Park, PA 16802-7000

Dear Mr. Killoren:

It is hereby requested of The Pennsylvania State University to assist and cooperate with the National Park Service in developing a Natural Resource Bibliographic (NRBIB) database for the Appalachian National Scenic Trail. If accepted, the research will be conducted according to the terms and conditions of the enclosed proposed Supplemental Agreement No. 21 to Cooperative Agreement 4000-8-9028 and the attached Research Proposal (AG010395) "The Appalachian National Scenic Trail Natural Resource Bibliography Project" by Dr. Richard H. Yahner.

If the terms and schedules of this proposed Supplemental Agreement are acceptable, please return all copies, with proper original signature, to this office for processing. A signed, fully executed copy will be returned to your office.

Sincerely,

Linda E. Maiden
Contracting Specialist
Contracting and Office Services

Enclosures

SUPPLEMENTAL AGREEMENT NO. 21

to

COOPERATIVE AGREEMENT 4000-8-9028

between

**UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE**

and

**THE PENNSYLVANIA STATE UNIVERSITY
COLLEGE OF AGRICULTURAL SCIENCES**

ARTICLE I. BACKGROUND AND OBJECTIVES

WHEREAS, Cooperative Agreement 4000-8-9028 has been made and entered into between The Pennsylvania State University (hereinafter known as the Cooperator) and the National Park Service (hereinafter known as the Service) on November 3, 1998;

NOW THEREFORE, in consideration of the premises and mutual covenants contained within the Cooperative Agreement, it is hereby agreed by and between the parties hereto to conduct the specific activities hereinafter described related to the educational and professional needs of the Cooperator and the protection of the natural and cultural resources of the Service.

ARTICLE II. STATEMENT OF WORK

The Cooperator agrees to:

- 1) based on available funds, develop a comprehensive natural resource bibliographic (NRBIB) database for the Appalachian National Scenic Trail (hereinafter known as the Trail);
- 2) visit and/or search all applicable local, state, federal, public, private, and governmental libraries and repositories to gather published and unpublished documents containing natural resource information about the Trail;
- 3) enter citations, abstracts, and keywords for each document into the computer program Pro-Cite, using the pre-defined standardized forms and the Service's master thesaurus;

- 4) maintain program quality control and quality assurance by following Service-defined standards;
- 5) manage a master-list of controlled key word terms and, when necessary, make recommendations for additions to the Service's standardized thesaurus;
- 6) as necessary, conduct program and database installation at Trail offices and provide training sessions on the use and maintenance of Pro-Cite software and NRBIB to Trail personnel; and
- 7) conduct all project tasks in accordance with the methods, procedures, schedule, and budget identified in the attached and hereby incorporated research proposal (AG010395).

And, the Service agrees to:

- 1) provide the Cooperator access at Trail offices to documents from natural resource studies conducted by Service personnel and other scientists;
- 2) at each local and regional trail organization site, designate a site contact for coordinating the activities of the Cooperator;
- 3) as available, provide workplace and access to computers for the Cooperator during document retrieval and data entry;
- 4) based on the availability of time, assist with document retrieval and data entry;
- 5) maintain and update installed databases; and
- 6) make available, not to exceed, \$40,000 to the Cooperator to carry out the full term of this Supplemental Agreement.

ARTICLE III. TERM OF AGREEMENT

Unless earlier terminated by operation of the terms of the Cooperative Agreement or by agreement of the parties in writing, the term of this Supplemental Agreement shall remain in force from the date of execution thereof through midnight December 31, 2002. The term of agreement shall carry through to its completion under the Cooperative Agreement.

ARTICLE IV. KEY OFFICIALS

A. The key official for the Service is:

Mr. John F. Karish
Regional Chief Scientist
Philadelphia Support Office
209B Ferguson Building
University Park, PA 16802-4301
(814) 865-7974

B. The key official for the Cooperator is:

Dr. Richard H. Yahner
Professor of Wildlife Conservation
The Pennsylvania State University
107 Ferguson Building
University Park, PA 16802-4300
(814) 863-3201

ARTICLE V. AWARD, PAYMENT, AND INVOICES

On a quarterly reimbursement basis, the Service will make available, not to exceed, \$40,000 to be paid to the Cooperator for costs incurred during the full conduct of this study. Payments are conditioned on the satisfactory progress of project objectives and the timely submission of acceptable deliverables described in Article VII. A minimum of 10 percent of the total amount awarded under this Supplemental Agreement must be held for final payment due upon the completion of all requirements of Article VII.

In accordance with the provisions found in OMB Circular A-110, invoices and other required supporting statements or certificates (all properly identified with the appropriate Cooperative and Supplemental Agreement numbers and the name of the Service key official) shall be submitted by the Cooperator to the Service key official.

ARTICLE VI. PRIOR APPROVAL

This Supplemental Agreement shall be subject to the prior approval conditions incorporated within the Cooperative Agreement.

ARTICLE VII. REPORTS AND/OR DELIVERABLES

The Cooperator shall prepare and submit the following deliverables to the Service key official according to the Service's deliverable guidelines which shall be provided to the Cooperator.

The Cooperator shall submit quarterly progress reports (via email) beginning September 30, 2001. Quarterly reports should include a summary of overall progress, indication of current problems or unusual developments, summary of work to be accomplished during the succeeding quarterly period, and any salient findings or other information pertinent to the study.

The Cooperator shall submit the following deliverables on an as completed basis, with all items to be delivered or completed on or before December 31, 2002:

- 1) a comprehensive Natural Resource Bibliographic database, available on computer disk, for the Trail;
- 2) a current thesaurus of all controlled subject terms used in indexing the citations comprising the current database, as well as for the purpose of indexing future editions;
- 3) as necessary, installation of Pro-cite and the database at Trail offices along with a training session given to personnel on their use; and
- 4) user aids for each site, including data entry standards and conversions, sample records, search strategies, and sample searches to assist in training personnel to use and maintain the databases.

The Cooperator shall submit five (5) copies each of a draft final and final report describing the scope of the total project and suggestions for maintaining the bibliographies on or before November 30, 2002 and December 31, 2002, respectively.

ARTICLE VIII. PROPERTY UTILIZATION AND DISPOSITION

Property utilization and disposition shall be in accordance with OMB Circular A-110.

ARTICLE IX. TERMINATION

This Supplemental Agreement may be suspended or terminated in accordance with the provisions of 43 C.F.R. Sections 12.961, 12.962.

ARTICLE X. GENERAL AND SPECIAL PROVISIONS

This Supplemental Agreement shall be subject to the general and special provisions which are incorporated within the Cooperative Agreement.

ARTICLE XI. ATTACHMENTS

This Supplemental Agreement shall be subject to the attachments incorporated within the Cooperative Agreement and the following attachment, which is attached hereto and incorporated herewith by reference:

Attachment—Research Proposal “The Appalachian National Scenic Trail Natural Resource Bibliography Project” (AG010395) by Dr. Richard H. Yahner dated April 11, 2001.

ARTICLE XII. AUTHORIZING SIGNATURES

IN WITNESS WHEREOF, the parties hereto have caused this Supplemental Agreement to be executed by their respective duly authorized contracting officers or representatives the latter day and year written below.

The Pennsylvania State University

Robert Killoren
Assistant Vice President for Research

Date: _____

National Park Service

Linda E. Maiden
Contracting Specialist
Philadelphia Support Office
200 Chestnut Street
Philadelphia, PA 19106-2878

Date: _____



PROPOSAL TRANSMITTAL

Date: 4/11/2001

Proposal Number: AG 010395

Title: Appalachian National Scenic Trail Natural Research Bibliography Project

Submitted to: Dr. John F. Karish, Chief Scientist
National Park Service
209 B Ferguson Building
University Park, PA 16802

Program:

Submitted by: Richard H. Yahner

Budgetary Contact:

Judy McCormick
Coordinator, Contracts and Proposals
College of Agricultural Sciences
229 Agricultural Administration Bldg.
University Park, PA 16802-2600
Tele: 814/865-5419
Fax: 814/863-6152
E-Mail: JudyMc@psu.edu

Contractual Contact:

Paul M. Antolosky
Office of Sponsored Program
The Pennsylvania State University
110 Technology Center
University Park, PA 16802
Tele: 814/863-0681
Fax: 814/865-3377
E-Mail: pma3@psu.edu

Comments:

cc: OSP
File
P. A. Backman
L. A. Nielsen
R. H. Yahner

Please reference Proposal Number in all correspondence.

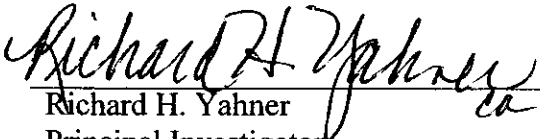
NATIONAL PARK SERVICE

**The Appalachian National Scenic Trail
Natural Resource Bibliography Project**

Submitted by:
The Pennsylvania State University
College of Agricultural Sciences
School of Forest Resources

Submitted to:
John F. Karish, Chief Scientist
National Park Service
209B Ferguson Building
University Park, PA 16802-4301
814/865-7974 (tele); 863-2621 (fax)

Submitted by:


Richard H. Yahner
Principal Investigator
Professor of Wildlife Conservation
107 Ferguson Building
University Park, PA 16802-4300
814/863-3201 (tele); 865-3725 (fax)

Approved by:


Larry A. Nielsen
Director and Professor
School of Forest Resources

 4/11/01

Robert Killoren
Assistant Vice President for Research

For negotiation of awards, contact:
Paul M. Antolosky, Associate Director
Office of Sponsored Programs
110 Technology Center Building
200 Innovation Boulevard
University Park, PA 16802-7000
814/863-0681 (tele); 865-3377 (fax)

THE APPALACHIAN NATIONAL SCENIC TRAIL NATURAL RESOURCE BIBLIOGRAPHY PROJECT

Introduction As part of the National Park Service's mission to provide access to information and materials of natural and cultural significance, a Natural Resource Bibliography (NRBIB) is proposed for the Appalachian National Scenic Trail.

Objectives The primary objective will be to complete a comprehensive Natural Resources Bibliographic Database for the Appalachian National Scenic Trail using ProCite bibliographic software in accordance with the bibliographic standards established by the National Park Service NRBIB Program.

Scope of Work and Procedures The scope of work involved with the Appalachian National Scenic Trail NRBIB will include all original and copy cataloging of records relating to the natural resources of the Appalachian National Scenic Trail according to the bibliographic standards established by the National Park Service NRBIB Initiative. In order to locate records for inclusion in the database, work will include searches of and/or visits to all applicable local, state, and federal public, private, educational, and governmental libraries and repositories as well as local and regional trail organizations. Each NRBIB record will include standard bibliographic information (i.e. author, title, publication information, pagination, etc.) as well as storage location(s), abstract, and keywords. For purposes of compatibility and uniformity, ProCite bibliographic software will be used to catalog records.

The database will include records for "all materials related to the natural resources" of the Appalachian National Scenic Trail. "Natural resources" will include flora, fauna, soil, air, water, rocks, and the activities that affect them, such as mining, grazing, polluting, logging, and recreating, while "all materials" will include both print and non-print formats, published and unpublished materials, including reports, books, chapters in books, conference proceedings and papers, journal articles, memos, field notes, maps, videos, specimen collections, slides, photographs, data files, and electronic databases.

Project Timeline The estimated duration of the project is eight months with location of documents and original/copy cataloging of records taking 24 weeks (based on an estimation of 5,000 records and applicable travel time for retrieving documents) and final editing of records to be 8 weeks. Work will be completed by September 30, 2002.

Proposed Budget Submitted by The Pennsylvania State University
to the USDI National Park Service
June 1, 2001 - September 30, 2002

	Year 1 6/1/01- 5/31/02	Year 2 6/1/02 9/30/02	Total 6/1/01- 9/30/02
A. Salaries and Wages			
Prin. Inv. R. H. Yahner	0	0	0
Research Technician, S. Tiffney, 50%, 16 mos.	14,571	5,027	19,598
Total Category I	14,571	5,027	19,598
Total Salaries and Wages	14,571	5,027	19,598
B. Fringe Benefits			
Category I @ 24.1%	3,512	1,212	4,724
Total Fringe Benefits	3,512	1,212	4,724
C. Total Salaries, Wages, & Fringe Benefits	18,083	6,239	24,322
D. Equipment (\$5,000 and greater)	0	0	0
E. Materials & Supplies	0	0	0
F. Travel			
1. Mileage @ \$.30/mi	800	200	1,000
2. Meals and Lodging	7,000	2,461	9,461
Total Travel	7,800	2,661	10,461
G. Publication Costs	0	0	0
H. Computer Costs	0	0	0
I. Other Direct Costs	0	0	0
J. Total Direct Costs	25,883	8,900	34,783
K. Indirect Costs @ 15%	3,882	1,335	5,217
L. Total Direct and Indirect Costs	29,765	10,235	40,000

Budget Notes:

JKM:4/10/01

Estimated salary costs are based on current salary rates (fiscal year 2000-01) escalated approximately 3.5% beginning July 1 of each subsequent year. University policy has been to award salary increases on the basis of merit only.

Fringe Benefits: Rates are computed using the fixed rates of 24.1% applicable to Category I salaries; 4.2% applicable to Category II graduate assistants; 7.9% applicable to Category III non-student wages and fixed-term II salaries; and 0.4% applicable to Category IV student wages for the current fiscal year of July 1, 2000 through June 30, 2001. If this proposal is funded, the rates quoted above shall, at the time of funding, be subject to adjustment for any period subsequent to June 30, 2001 if superseding Government approved rates have been established. The fringe benefit rates are negotiated and approved by the Office of Naval Research, Penn State's cognizant federal agency.

Travel: All travel will be in accordance with University travel regulations. Travel estimates are based on costs that were incurred on previous projects of a similar nature for federal and state agencies.

Indirect Costs: Restricted by sponsor to 15% total direct costs.