Statement of Work
Department of Homeland Security (DHS)
Federal Emergency Management Agency (FEMA)
06/10/2026

1.0 PROJECT TITLE

Maynard campus-wide Tree Service

1.1 Background:

The purpose of this request is to conduct comprehensive brush clearing, selective tree removal, and forest area cleanup across designated sections of the facility grounds. Over time, the area has become significantly overgrown, and numerous dead or hazardous trees have been identified. These conditions pose an increasing risk to nearby civilian property, facility infrastructure, and personnel safety.

Clearing overgrown brush and removing dead tress will reduce the likelihood of falling limbs, property damage, and potential injuries. This work will also improve sightliness throughout the grounds, resulting in enhanced visibility and a substantial increase in facility security.

Additionally, the fire access roadway has become obstructed due to encroaching vegetation. Restoring this pathway is essential to ensuring unobstructed emergency vehicle access in the event of a fire or other critical incident.

Overall, the proposed clearing and cleanup activities are necessary to maintain safety, protect property, and ensure the facility remains fully accessible for security and emergency response operations.

2.0 SCOPE

2.1 General:

- Perimeter clearing and wood line reduction, approximately 1235ft. extending 6-10ft back from trails to minimize the risk of trees falling during severe weather conditions onto neighboring residences. All high risk, standing dead, or trees in decline will be removed to mitigate fence line or neighboring property damage. Area A & C
- New access road to be cut to improve visibility, accessibility and overall site security.
- Forestry mulching and selective thinning are to be conducted to reduce wildfire risk by removing deadwood and accumulated ground debris throughout the 95,000 sq. ft. area.
- Removal of snow damaged, bent and leaning trees encroaching fire roadway and perimeter fencing increasing access in the event of an emergency. Area B
- All brush and vegetative debris will be chipped and broadcast evenly throughout the wooded areas to promote natural decomposition and reduce fire fuel build up. Any wood material that is too large or too deteriorated to be chipped, will be stacked neatly in a designated area off to the side. Larger white pine trees removed will be hauled away and disposed of off site. Area A & C

3.0 SPECIFIC REQUIREMENTS

Contractor will perform work onsite and between the hours of 6:00 AM and 3:00 PM Monday thru Friday.

Final Acceptance and Inspection:

- The COR will conduct a final acceptance based upon recommendations from the FEMA-MERS Designated SME's inspection at the completion of the project.

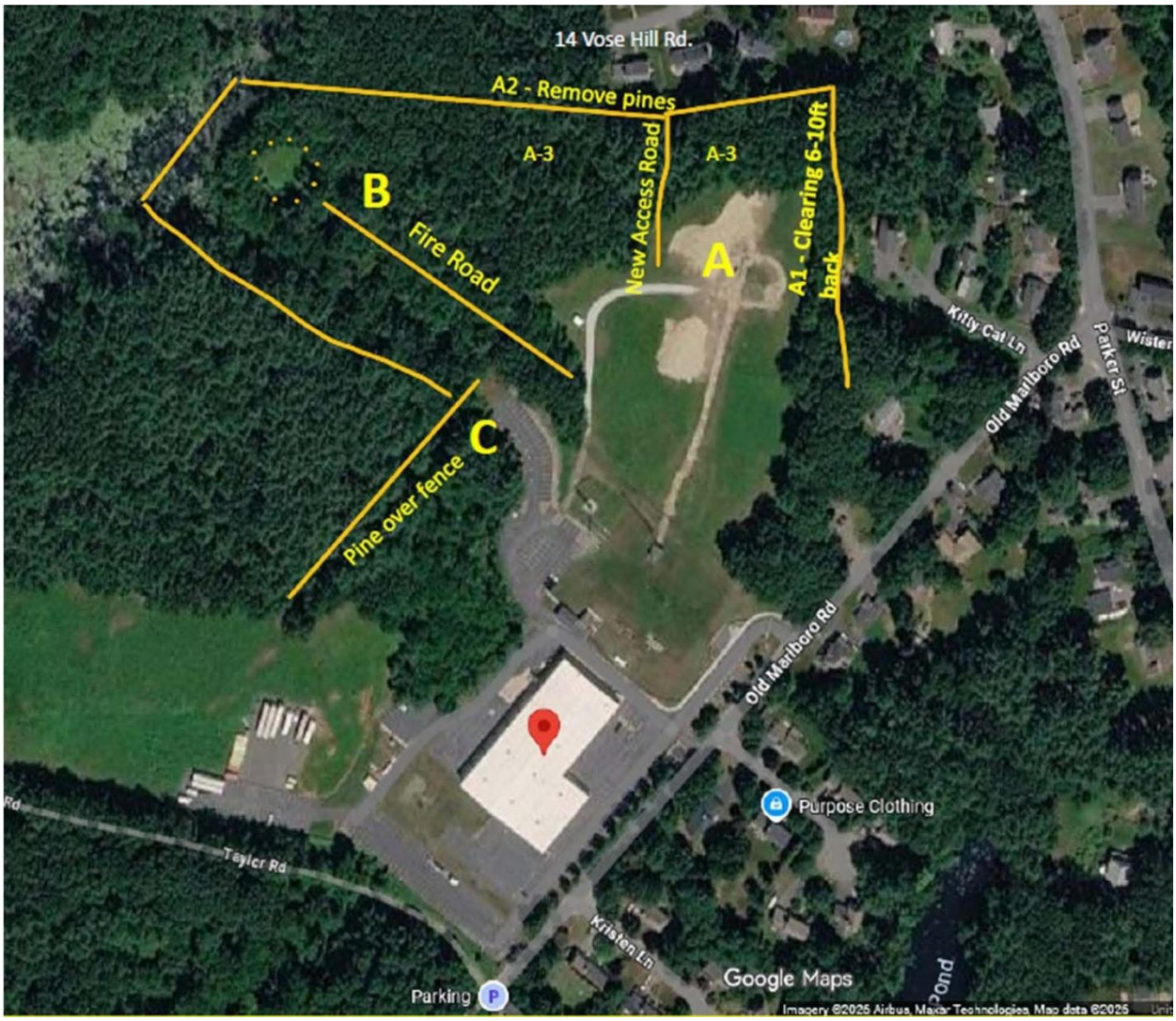
4.0 PLACE OF PERFORMANCE

REG. 1/MERS VSAB
63/65 Old Marlboro Rd.
Maynard, MA 01754

5.0 PERIOD OF PERFORMANCE

The period of performance for this award should not exceed 120 calendar days from contract award date.

CAMPUS MAP



FENCE LINE:

FIRE ROAD:

FEMA

GROUND COVER/DEAD FALL:

FEMA