

REQUEST FOR STATEMENTS OF INTEREST
N40192-24-R-8000
PROJECT TO BE INITIATED IN FISCAL YEAR 2024

**Project Title: Joint Region Marianas Area of Responsibility Cultural Resources
Support Group**

Responses to this Request for Statements of Interest will be used to identify and provide a cultural resources support group to conduct basic research and provide technical support to assist the Commander, Joint Region Marianas (CJRM) in its mission to meet its commitments to the National Historic Preservation Act (NHPA, 36 CFR 800) within the Joint Region Marianas (JRM) Area of Responsibility (AOR) associated with the Programmatic Agreements (PAs) for Department of Defense (DoD) undertakings on the Island of Guam (2008 PA), the Military Relocation to the Island of Guam (2011 PA), the Military Training and Testing on the Island of Guam (2020 Guam PATT), the Military Training and Testing in the Commonwealth of the Northern Marianas Islands (2022 CNMI PATT), and all other applicable documents and agreements. Approximately \$909,000 is expected to be available to support this cultural resources support group (contingent upon availability of funds). The Department of Navy's obligation to pay or reimburse any costs hereunder is subject to the availability of appropriated funds and limited by funds obligated and nothing in this Agreement will be interpreted to require obligations or payments by the Federal Government in violation of the Anti-Deficiency Act, 31 U.S.C. §1341. Thus, funds have not yet been appropriated for this project and there is considerable uncertainty regarding the level of available funding for FY2024.

Background

The goal of the cultural resource support group is to provide a team of qualified individuals to carry out the necessary tasks for CJRM to meet its commitments under the NHPA and comply with the regulations and program alternatives within the CJRM Area of Responsibility (AOR). The CJRM AOR consists of the DoD managed and leased lands on the Island of Guam and the CMNI. To this end, the Department of the Navy (DON) intends to enter into a Cooperative Ecosystem Studies Unit (CESU) with the Recipient to conduct basic research, provided technical support, manage CJRM cultural resources Geographic Information System (GIS) data, collections management, conduct site assessments, archaeological monitoring, assist with quarterly/annual reports, assess potential impacts to, and report on the status of potentially important cultural resources within CJRM AOR.

This Cooperative Agreement provides for CESU Network-based management support for future actions within Joint Region Marianas jurisdiction for the pertinent application of actions associated with National Historic Preservation Act to support the regional Programmatic Agreements as well as basic research regarding assessment of potential

impacts to cultural resources within the CJRM AOR other historic research and preservation requirements under the Integrated Cultural Resources Management Plans (ICRMP) within the CJRM AOR.

Brief Description of Anticipated Work:

This project will provide a cultural resources support group to conduct basic research and provide technical support to assist the CJRM in its mission to meet its commitments to the National Historic Preservation Act (NHPA, 36 CFR 800) in the CJRM AOR associated with the regional Programmatic Agreements and other applicable documents.

The DON is seeking statements of interest from the Hawaii-Pacific Islands Cooperative Ecosystems Studies Unit (CESU) networks, and the Colorado Plateau CESU networks..

Proposals should address:

This Agreement requires the Recipient to develop and implement the following minimum requirements (see SOW):

Technical Requirements:

- Conduct basic research and assessments of potential impacts to cultural resources by military training and testing within the CJRM AOR and use the data collected to produce annual reports;
- Consolidate PA Memos for quarterly reports;
- Provide technical support to address concerns identified within site assessments and another field related investigations and mitigations;
- Development of work plans and reports as necessary;
- GIS support for data management and consultation purposes;
- Provide technical support with the management of CJRM curation collections.

Tasks:

Task 1: Project Planning –

- a) The Recipient shall participate in a kick-off meeting prior to the start of work to become acquainted with the various parties involved with the project; to discuss the statement of the proposed work including scheduling, coordination, discuss GIS related concerns, and to define channels of communication and points of contact. The kickoff meeting will be held on Guam (location to be determined) or via conference call.
- b) The Recipient shall be responsible for documenting the discussions (meeting minutes). Meeting minutes shall be provided to the CATR within 5 days after the kick-off meeting.
- c) The Recipient shall be responsible for presenting a plan of action and milestones

- d) (POAM) for timely completion of the work. The POAM will be provided to the CATR at least 1 week prior to the kick-off meeting. CATR will comment on POAM and Recipient will incorporate comments before POAM is finalized.
- e) The Recipient shall ask any questions related to the successful completion of the work.
- f) The Recipient shall provide project status and schedule updates, and coordinate desktop analysis activities and deliverables throughout the duration of the Agreement.

Task 2: Project Management -

- a) The Recipient shall provide project oversight and coordination for all technical requirements and tasks. This will include: maintaining budget coordination, tracking, and reporting, as appropriate.
- b) The recipient is responsible for providing an initial Work Plan and monthly updates to the CATR. Monthly updates shall include implementation accomplishments, budget drawdowns, technical aspects, any project coordination difficulties, safety concerns, adaptive management proposals or actions, agreement's quality control and assurance activities and their successful implementation.

Task 3: CJRM Cultural Resources Support Group -

- a) Provide five onsite (i.e., on Guam and the CNMI) technical support individuals to carryout tasks as specified by the CJRM CRM in order to maintain compliance with the stipulations in the NHPA, the regional Programmatic Agreements, and the ICRMP.
- b) Four (of the five) individuals shall be qualified to carry out all field work activities if necessary; however, two individuals will be assigned primarily to field tasks (Task 4) while the other two individuals will be assigned primarily to administrative tasks (Task 5). All four individual shall participate in Task 7, artifact collections support, when schedules permit.
- c) One individual shall fulfill Task 6, GIS support, but can participate in other tasks if schedules permit.
- d) Due to the remote and distant location of Guam and the CNMI, up to two months of coordinated teleworking will be permitted. The support group will have to ensure that location based tasks and critical timelines are not adversely effected as a result of telework status.

Task 4: Field Work -

- a) Provide two onsite technical support individuals to carryout various Section 106 commitments of the regional Programmatic Agreements.
- b) Quarterly impact assessments of sites on Guam and the CNMI in accordance with the 2020 Guam PATT and 2022 CNMI PATT.

- c) Conduct minor maintenance to remove vegetative debris during the above mentioned quarterly impact assessment of sites, 2) vegetation control (manual & chemical) where deemed necessary, and 3) other maintenance needs, as identified by the CATR(s). Closely coordinate maintenance activities with the CATR(s) and the installation technical representative(s) to ensure avoidance measures are implemented if Endangered Species Act listed species are present.
- d) Coordinate necessary permission for range access and site inspections.
- e) Routine site inspections at Naval Base Guam (NBG), Andersen Air Force Base (AAFB), and Marine Corps Base Camp Blaz (MCBCB) for ground disturbing activities covered under the 2008 PA (or equivalent).
- f) Emergency archaeological response; conduct archaeological inventory surveys, archaeological identification testing, data recovery investigations, pedestrian surveys, and archaeological monitoring.

Task 5: Administrative Work –

- a) Provide two onsite technical support individuals to carryout Section 106 various commitments of the regional Programmatic Agreements.
- b) Consolidate annual reports based on quarterly impact assessments conducted of historic properties within the training areas covered under the 2020 Guam PATT and 2022 CNMI PATT.
- c) Annually consolidate the attendee list of range users who have taken the cultural resources training, in accordance with the 2020 Guam PATT and 2022 CNMI PATT.
- d) Consolidate quarterly reports based on PA Memos for low probability areas for activities covered under the 2008 PA.
- e) Conduct basic research, literature searches, and data gathering.
- f) Develop Archaeological Monitoring Plans and prepare reports of any archaeological surveys conducted.
- g) Technical and administrative support with annual Programmatic Agreement workshops on Guam and the CNMI.
- h) Attend meetings and take notes for the administrative record.
- i) Develop and maintain a database for CJRM consultations documents and assist with tracking consultations and projects.
- j) Coordination, communication, preparation and review of documentation.
- k) Technical and administrative support with public outreach events and programs as stipulated in CJRM Agreement documents.
- l) Be responsible for ensuring that all documentation and deliverables by the recipient's staff are sufficiently documented per 36 CFR 800.11.
- m) Provide monthly reports (brief email reports are appropriate) to JRM CATR on accomplishments and problems encountered during the reporting period with proposed solutions to problems. After review by the CATR, serious issues (e.g., evidence of potential harm or damage to historic properties; any potential harm,

injury, or death incurred by Recipient while conducting work, etc.) are to be reported immediately.

Task 6: GIS Support –

- a) Provide one onsite GIS specialist to carryout Section 106 commitments to the regional Programmatic Agreements.
- b) Maintain and provide GIS data to support consultations between CJRM and SHPO/HPO, and/or additional parties.
- c) Maintain Geodatabase for the 2008 PA consultation maps.
- d) Collect GIS deliverables for the installations on a quarterly basis and update the 2008 PA maps as necessary.
- e) Produce maps for the 2008 PA quarterly reports, the PATT annual reports, and other JRM consultation documents.
- f) Coordinate with DON, CATR, and Installation GIS Managers as needed to provide accurate, up-to-date GIS data for DON review.

Task 7: Artifact Collections Support -

- a) Support CJRM in its mission to comply with 36 CFR Part 79.
- b) Support with drafting and maintaining curation agreements between CJRM and local governments and inter-agencies for long term curation of CJRM's artifact collections.
- c) Routinely inspect CJRMs collection boxes and rehouse any collections in damaged or deteriorating packages.
- d) Maintain an updated catalog(s) for CJRMs artifact collections.
- e) Provide support to the installations (i.e., NBG, MCBCB, and AAFB) with long-term curation guidance and support.

Task: 8 Experience Requirements -

The Recipient shall assign a Principal Investigator (PI) for this Agreement, who shall be responsible for overseeing Agreement tasks on a day-to-day basis. The PI's oversight of the project includes monitoring and controlling project costs, assigning personnel consistent with requirements understanding and assuring compliance with applicable Federal, DoD, and DON historic resource and environmental policies and regulations and other applicable or relevant and appropriate requirements, shall be the first in line of control in ensuring that information/data obtained for the project are of high quality and accuracy, and shall be responsible in keeping quality assurance/ quality control inspection activities and record keeping of these inspections. Due to the complexity of work, the Recipient shall provide the one or more key personnel with the following minimum qualifications:

- 1) **Principal Investigator** – At a minimum, this individual must:
 - a. Meet Secretary of Interior (SOI) Professional Qualifications Standards per 48 FR 64 (previously published in 36 CFR Part 61).
The minimum professional qualifications in archeology are a

graduate degree in archeology, anthropology, or closely related field in addition to (1) at least one year of full-time professional experience or equivalent specialized training in archeological research, administration, or management; (2) at least four months of supervised field and analytic experience in general North American archeology, and (3) a demonstrated ability to carry research to completion.

- b. Meet the experience requirements, including having attended a field school and having experience in the Pacific region – preferably in the Marianas) for archaeology.
- c. Be familiar with the Section 106 review process.
- d. Have a valid driver's license.

1) Technical Support Individuals –

- a. **Geographic Information Systems (GIS)** - At a minimum, this individual must:
 - Be experienced using ESRI GIS software, and
 - Provide evidence of expertise in the form of training certificates, demonstrated competence and experience using the current industry standard ESRI GIS product (10.x).
 - Have a valid driver's license.
- b. **Archaeological Documentation/Fieldwork Skill** – At a minimum, these individuals must:
 - Hold Bachelor's degree in archaeology, anthropology, or closely related field.
 - Preferably have an advanced degree (Master's)
 - Meet the experience requirements, including having attended a field school and preferably having experience in the Pacific region – if possible, in the Marianas.
 - Must have a minimum of 3 years of experience in conducting various aspects of archaeological work, such as archaeological inventory survey, data recovery, monitoring, report writing.
 - Shall render assistance in gathering scientifically accurate documentation in the field, and
 - Have a valid driver's license.

Estimated Funding: NTE: \$909,000

Period of Performance: The Government anticipates an initial period of performance for the Agreement to be twelve (12) months starting from the date of award. After completion of the initial period of performance, the total performance period may include up to four (4) option periods of twelve (12) months each dependent upon the availability of funds and the unilateral election of the Government to exercise an option to extend the term of the Agreement.

Department of Navy Responsibilities:

1. Substantial involvement by the Government: In reference to this Agreement, substantial involvement is required between the DoN and Recipient during the period of performance based on the requirements prescribed in the scope of work. The anticipated involvement is deemed appropriate to carry out a public purpose of support to include a direct benefit to the Government. DoN involvement includes:
 - a. Assisting with obtaining relevant maps and information pertaining to the species and project sites, to include data and literature generated from previous similar conservation projects;
 - b. Involvement in territorial/local and federal partner coordination, implementation and strategy development;
 - c. Conducting inspections as needed to ensure that projects are completed as approved, and comply with applicable rules and regulations;
 - d. Reviewing progress reports detailing implementation status and meet with the Recipient to determine if desired outcomes and milestones are met;
 - e. Supporting field activities and coordinate with appropriate DoN staff to ensure safety procedures are met;
 - f. Facilitating access to DoN lands and any required passes, trainings, etc.;
 - g. Accompanying Recipient during field operations as needed to ensure quality control and efficacy of actions;
 - h. Communicating regularly with Recipient to determine if progress is on track.

Materials Requested for Statement of Interest/Qualifications: Please provide the following via e-mail attachment to: thelman.m.fontenot.civ@us.navy.mil
(Approximate length: 3-6 pages, single-spaced 12 pt. font).

1. Name, Organization and Contact Information
2. Statement of Qualifications (including):
 - Curriculum vita of Principal Investigator
 - Curriculum vita of Technical Support Individual(s)
 - Relevant past projects and clients with brief descriptions of these projects
 - Staff and faculty available to work on this project and their areas of expertise
3. Project proposal to include timelines, roles and responsibilities of personnel, specific tasks to be conducted, and deliverables.
4. Any brief description of capabilities to successfully complete the project you may wish to add (e.g. equipment, facilities, field facilities, etc.).
5. A proposed detailed budget of the costs to implement the proposed project.

Review of Statements Received: Statements will be evaluated based on the specific experience and capabilities in areas related to the project requirements for the Principle Investigator and Technical Support Individual(s).

Factor 1 – Credentials of the Principal Investigator and Technical support

Individuals– The Recipient shall identify the Principle Investigator and any Technical Support Individuals proposed for this project, stating their qualifications, experience with this type of project, professional registration and certificates, possession of research permits, and publications.

Factor 2 – Innovative Scientific Approach – The Recipient shall develop a Statement of Interest to manage the total work effort and assure fully adequate and timely completion of technical requirements and tasks required under this Agreement. Included in this function shall be a full range of management duties including, but not limited to, planning, scheduling, inventory, analysis, and quality control for meeting professional industry standards for conducting and successfully executing those requirements outlined in the SOW.

Factor 3 – Reasonableness of Cost – After technical evaluation of the Statements of Interest, the offers shall be analyzed to determine whether they are materially/mathematically balanced with respect to prices or separately priced items, and for fair and reasonable pricing. Evaluation will include an analysis to determine the Offeror’s comprehension of the requirements of the Request for Statements of Interest as well as to assess the validity of the Offeror’s approach.

RELATIVE IMPORTANCE OF EVALUATION FACTORS – The combination of Factor 1, “Credentials of the Principal Investigator and Technical Support Individuals”, and Factor 2, “Innovative Scientific Approach”, is significantly more important than Factor 3, “Reasonableness of Cost”.

Please send responses or direct questions to: Thelman Fontenot, Contract Specialist NAVFAC Marianas Tel: (671) 349-4119, E-mail: thelman.m.fontenot.civ@us.navy.mil

Timeline for Review of Statements of Interest: DoN intends to use fiscal year 2024 funds for this project. In order to be considered, Statements of Interest shall be submitted for no later than **0900 Chamorro standard time (local Guam time) on 1 June 2024.**