REQUEST FOR STATEMENTS OF INTEREST
N40192-23-2-8001

PROJECT TO BE INITIATED IN FISCAL YEAR 2023

Project Title: BIOLOGICAL MONITORING OF UNGULATE MANAGEMENT AREAS ON ANDERSEN AIR FORCE BASE AND NAVAL BASE GUAM MUNITIONS SITE, GUAM

Responses to this Request for Statements of Interest will be used to identify potential projects to be funded by the Department of the Navy (DON) in support of monitoring habitat and species densities response to the control and eradication of invasive ungulates on U.S. Navy-administered lands within Joint Region Marianas (JRM) Area of Responsibility (AOR).

Approximately $329,197.00 is expected to be available to support this project, contingent upon availability of funds. The DON’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.

Background

Philippine deer and domestic pig were both introduced to Guam by Spanish colonizers in the 17th and 18th centuries. Deer and feral pigs are now found throughout the island; their abundance is particularly high on military lands due to lack of hunting and available undeveloped habitat. The forests have been heavily impacted by these non-native ungulates. Impacts include: greatly reduced understory, soil erosion, and low juvenile recruitment for native tree species, non-native tree growth and the spread of invasive species.

The Navy and Air Force have embarked on ungulate management programs where areas identified for conservation are fenced and ungulates are removed. Long term efforts for monitoring ecological change in these fences units allows for management options to restore and enhance such valuable habitats. The efforts support populations of native species, particularly threatened and endangered species.

Brief Description of Anticipated Work:

The DON is seeking a statement of interest from interested applicants that address monitoring vegetation changes and changes to herpetofauna and insect/invertebrate fauna inside ungulate free fenced areas and suitable control areas within JRM AOR lands.
Proposals should address the following technical requirements (see Statement of Work (SOW)):

1. Prepare and implement a project Work Plan pursuant to details below for the performance of the SOW that will accomplish technical requirements and agreement tasks;
2. Develop methods, monitor and document baseline and long-term vegetation changes inside ungulate free fenced areas and in areas where there is ongoing ungulate control, and
3. Develop methods, monitor and document baseline and long-term changes of herpetofauna, arthropod and other invertebrate changes within current or planned ungulate management areas on Andersen Air Force Base and the Naval Base Guam Munitions Site.

These technical requirements will be met by completion of the following tasks (see SOW):

Task 1 – Project Planning

The Recipient shall develop and submit a Work Plan pursuant to Task 4 below for the performance of the SOW that will accomplish technical requirements 2 and 3.

1. 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, and coordination; and to define channels of communication and points of contact.
2. The Recipient shall be responsible for presenting a POAM for timely completion of the work. The POAM shall be provided to the CATR at least 1 week prior to the kick-off meeting. CATR shall comment on POAM and Recipient shall incorporate comments before POAM is finalized.
3. The Recipient shall ask any questions related to the successful completion of the work.
4. 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.
5. The kickoff meeting shall be held on Guam (location to be determined) or via conference call.
6. The Recipient shall provide project status and schedule updates, and coordinate field work and deliverables throughout the duration of the Agreement.

Task 2 – Vegetation Monitoring

1. Vegetation will be sampled by circular plots 100 square meters in size (radius = 5.64 meters). These will be performed on plots that were previously sampled in 2008 and 2020 (for some of the plots). Inside the plot all trees above a diameter at breast height (DBH)
of 2 cm will be identified to species and the DBH recorded. All tree species below a DBH of 2 cm will be identified to species. Additionally, all tree seedlings will be counted and identified to species within a 2 meter radius of the plot center. Herbaceous vegetation will be counted and identified to species in the whole plot.

2. Perform data analysis on a previously collected vegetation data (i.e. years 2008 to 2020). In these years data was collected on vegetation plots on 6 primary areas on AAFB. The analyses will include changes in tree diversity, density, size, and changes in understory herbaceous species diversity. This data is already entered and organized on excel spreadsheets.

Task 3 – Monitoring of Herpetofauna, Arthropods or Other Invertebrates

1. Task will require surveys five (5) hectare subplots (per fenced area) or other area defined by the CATR. The total number of subplots and locations will be decided on by the Recipient in conjunction with the CATR. Changes in monitoring methodologies are possible and will be decided upon by the Recipient in conjunction with the CATR.

2. The Recipient in conjunction with the CATR will design and implement surveys to monitor change in gecko, skink and brown tree snake populations over time. It is expected that a combination of visual surveys and adhesive glue board trapping will be used but based on input from the recipient and CATR this can be changed. These surveys will be performed on transects that are spaced every ten (10) to twenty (20) meters, the entire length of the subplot and running along the entire width. The surveys will be statistically robust to detect changes in diversity and abundance over time. Power analyses will be performed so that an appropriate monitoring plan can be implemented to document change at a desired percentage of change. The frequency of the surveys will be yearly or every two years.

3. The methodology for detecting change in insect/invertebrate communities will be developed by the recipient in conjunction with the CATR. It is expected that various techniques will be used including, pit fall traps, hand net sweeps and tree branch cuttings. The surveys will be performed on transects that will be used for reptile monitoring. Power analyses will be performed so that an appropriate monitoring plan can be implemented to document change at a desired level. The frequency of the surveys is expected to be yearly or every two years.

Task 4 – Project Management

1. The Recipient shall provide project oversight and coordination for all technical requirements and tasks, which also includes maintaining budget, coordination, tracking, and reporting.
2. The Recipient is responsible for providing monthly updates to the CATR and the updates shall include implementation accomplishments, budget drawdowns, technical aspects, any project coordination difficulties (e.g. base security staff), safety concerns, adaptive management proposals or actions, agreement’s quality control activities and their successful implementation of the APP, AHA and HACCP (see below).

3. The CATR shall inspect all documents that the Recipient is required to provide, inspect all relevant equipment, interview Recipient’s staff to determine which actions were taken, and accompany Recipient during field operations to provide adequate Government oversight.

Task 5 – Reporting:

1. Analyze and report on efficiency of methods and management techniques to document changes in the vegetation, reptile, and insect/invertebrate communities in ungulate free fenced areas, or those areas identified for conservation fencing.

2. Forty-five (45) days before the end of performance period, the Recipient shall submit a Draft Final Annual Report. Refer to Section J specific submittal requirements, including content, format, and delivery.

3. The Recipient shall prepare findings, tables, graphs or maps to depict project progress at the request of the Government.

4. The Final Annual Report shall be submitted within 10 days after receipt of Government comments.

Note: Please see the Statement of Work, provided as a separate document, for a full description of the project.

Required Qualifications of the Project Team shall include:

1. Principal Investigator (PI): The Principal Investigator shall have at a minimum:
   
   - A doctoral degree in biology, botany, natural resources, conservation biology or similar field with three (3) years of experience managing multiple concurrent projects as a senior scientist or project manager working with biological studies and any other environmental related work;
   - Or a master’s degree with a minimum of six (6) years of experience managing multiple concurrent projects as a senior scientist or project manager working with biological studies and any other environmental related work;
   - Experience designing, performing and analyzing data from biological surveys designed to quantify populations in a statistically valid manner as
an estimate of density or an index of population abundance (e.g. catch per unit effort).

- Experience ensuring compliance with the Agreement terms and conditions; review of project documents to ensure product consistency, assigning personnel consistent with Agreement requirements and performing as the Agreement’s representative.
- Experience ensuring management of natural resources with federal, state, and local regulations, and other applicable requirements;
- At least two (2) years of experience working in the Commonwealth of the Northern Mariana Islands (CNMI)/Guam or other Pacific Islands and a familiarity with native species research and conservation; and
- A valid permit from the USFWS to capture and mark listed snail species on Guam. If the PI does not have an existing valid Section 10(a)(1)(A) permit upon contract award, the PI must obtain a Section 10(a)(1)(A) permit or be added as an authorized individual to an existing valid Section 10(a)(1)(A) permit.

Note: The PI is not required to be at study project areas within the JRM AOR (unless specified within the Section 10(a)(1)(A) recovery permit) but shall provide technical oversight to the Project Manager and Field Technicians.

2. **Project Manager (PM):** The Recipient shall assign an appropriate number of PMs for this Agreement, who shall be responsible for overseeing the day-to-day operations and required activities of the project. The PM’s oversight of the project includes monitoring and controlling project costs; assigning personnel consistent with the Agreement’s requirements; understanding and assuring compliance with all applicable local, Federal, DoD, and Navy/Air Force laws, policies, regulations, and other requirements. The PM shall be the first in line of control in ensuring that information/data obtained for the project and provided to the Government are of high quality and accuracy, and the Recipient shall be responsible for conducting quality control inspections as well as documenting the results of the inspections. The PM shall have at a minimum:

- A bachelor’s degree in biological sciences, natural resources management, forestry, botany, horticulture, wildlife biology, zoology or similar science related field from an accredited four (4) year college or university;
- At least three (3) years of experience in management of relevant projects, preferably with native and listed species surveys, research and management, and management of technical field staff experiences;
- At least two (2) years of experience working in the CNMI/Guam or other Pacific Islands and a familiarity with native species research and conservation;
- Ability to obtain any and all local and federal permits required to conduct services, as required for each required task under the Agreement;
- The PM shall be physically located on Guam and have ability to provide daily oversight of Field Technicians;
- Ability to use compass, maps, data tablets, and GPS;
- A valid driver’s license, and
- Ability to be deployable to study/project areas within JRM AOR.

3. **Field Technicians (FT):** In working with the PI and PM, these individuals shall provide field support services; conduct scientific review of literature; assist in the preparation of field activities, logistics and field equipment; manage the project’s files, including field notes and database; assist in the preparation of materials for project meetings; and complete other duties as assigned. The FT minimum requirements are as follows:

- A bachelor’s degree from an accredited four (4) year college or university in biological sciences, natural resource management, forestry, wildlife biology, zoology or similar science related field or have the equivalent experience in fieldwork;
- One (1) year of experience working on listed species surveys, research or management with native plants in the CNMI/Guam or other Pacific islands and possess the appropriate training;
- One (1) year of experience working on projects focused on conservation in the CNMI/Guam or other Pacific islands that may have included monitoring methods such as nocturnal surveys, and/or use of glue boards, pan traps, malaise traps, hand net sweeps and tree branch cuttings. Preference will be given to FT with demonstrated lab management skill sets related to monitoring methods;
- Shall work under the direct supervision of another FT, the PM, or the PI on listed species surveys, research or management with native plants and invertebrates in the CNMI/Guam or other Pacific islands and possess the appropriate certifications;
- Ability to obtain any and all local and federal permits required to conduct services, as required for each required task under the Agreement;
- Experience conducting fieldwork, and accurately recording, entering, and proofing data.
- Experience maintaining scientific records of their observations in the form of field reports;
- Good physical condition, and capable of walking several consecutive miles while carrying gear and performing manual labor in a hot tropical environment on even terrain for multiple hours;
- Ability to use compass, maps, data tablets, and GPS;
- A valid driver’s license, and
- Ability to be deployable to study/project areas within JRM AOR.

**Period of Performance:** The period of performance will depend upon the individual proposals received, but 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 can include 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. The total duration of this Agreement including the Option Years and any cost modifications shall not exceed 60 months. The end date is the anticipated date that the annual Final Report is accepted by the Government.

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 plus curriculum vitae, single-spaced 12 pt. font):

1. Name, Organization and Contact Information
2. Statement of Qualifications (including):
   • Curriculum vita of Principal Investigator
   • Curriculum vita of Project Manager
   • Curriculum vita of Field Technicians
   • Principal Investigator Biographical Sketch
   • 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, laboratory facilities, field facilities, etc.).
5. A proposed detailed budget of the costs to implement the proposed project.

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 requirement prescribed in the scope of work. The anticipated involvement between the CATR and PI is deemed appropriate to carry out a public purpose of support to include a direct benefit to the Government. Substantial involvement includes:

a. Advising Recipient, as needed, in preparing scientific articles destined for peer-reviewed journals;
b. Providing relevant maps and information pertaining to study sites, to include data and literature generated from previous similar conservation projects;
c. Assisting with field activities and coordination with Base security to ensure safety procedures are met;
d. Facilitating access to DON lands and facilitate any required passes; Assisting with plan of action and milestones (POAM) development;
e. Accompanying Recipient during conservation operations as often as necessary, to ensure quality control, efficacy of actions;
f. Conducting meetings with Recipient to determine if milestones are met.
Review of Statements Received: Statements will be evaluated based on the specific experience and capabilities in areas related to the project requirements for the Principal Investigator, Project Manager, and Field Technicians.

Factor 1 – Credentials of the Principal Investigator, Project Manager, and Field Technicians – The Offeror shall identify the Principal Investigator, Project Manager, and Field Technicians 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, Project Manager, and Field Technicians and Factor 2, “Innovative Scientific Approach”, is significantly more important than Factor 3, “Reasonableness of Cost”.

Please Send Responses or Direct Questions to: Mr. 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 2023 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 12 May 2023.