REQUEST FOR STATEMENTS OF INTEREST
N40192-21-2-8002
PROJECT TO BE INITIATED IN FISCAL YEAR 2021

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 2020 Guam PATT. Approximately $233,443 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 FY2021.

Background

The Department of the Navy (DON) entered into a Programmatic Agreement (PA) with the Guam State Historic Preservation Office (SHPO) in 2020 for military training and testing on and within the surrounding waters of the island of Guam (PATT).

The goal of the project is to 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) with the CJRM AOR associated with 2020 Guam PATT. To this end, the DON intends to enter into a Cooperative Ecosystem Studies Unit (CESU) with the Recipient to monitor, assess potential impacts to, and report on the status of historic properties and cultural resources within training and testing areas as per the 2020 Guam PATT in order to meet its commitments of managing Guam’s historic properties in accordance with 36 CFR 800.

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 2020 PA 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) with the CJRM AOR associated with 2020 Guam PATT

The DON is seeking statements of interest from the Hawaii-Pacific Islands Cooperative Ecosystems Studies Unit (CESU) networks, the Rocky Mountains CESU network 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 JRM AOR to collect data to culminate in an annual report; and
- Provide technical support to address concerns identified within the assessment mentioned above, and to include the development and submission of a Work Plan pursuant to Task 2 (below) for the performance of the Scope of Work (SOW) that will accomplish recipient Tasks 1, 2 and 3, (below).

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, 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 (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.

d) The Recipient shall ask any questions related to the successful completion of the work.

e) 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 monthly updates to the CATR and the 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: Cultural Resources Support Group -**

a) The Recipient shall assist CJRM in cultural resources management actions as specified by the JRM Cultural Resources Manager (CRM) and as related to the 2020 Guam PATT.

b) The Recipient shall consolidate and develop an annual report based on quarterly impact assessments conducted of historic properties potentially impacted by military training and testing.

c) The Recipient shall provide cultural resource inventory and evaluation technical support, especially archaeological, of military training and testing on, or in support of, CJRM’s AOR. This may include, quarterly impact assessments, literature searches and data gathering, archaeological inventory survey, archaeological testing, National Register of Historic Places (NRHP) evaluation, data recovery, monitoring, technical support at the annual Guam PATT meeting hosted by JRM or other related tasks. Deliverables will include an annual report related to the quarterly impact assessments of historic properties within training ranges and areas, as well as reports of any archaeological surveys conducted.

d) The Recipient shall maintain and provide GIS data to support consultations between DON and SHPO, and/or additional parties.

e) The Recipient shall coordinate with DON, CATR, and Installation GIS Managers as needed to provide accurate, up-to-date GIS data for DON review.

f) The Recipient shall assist with coordination, communication, preparation and review of documentation.

g) The Recipient shall be responsible for ensuring that all documentation and deliverables by the recipient’s staff are sufficiently documented per 36 CFR 800.11.

h) The Recipient shall 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 (Copy CATR on reports delivered per Task 2.1.).

i) The Recipient shall provide two onsite (i.e., on Guam) full time technical support individuals to assist the CJRM in carrying out Section 106 commitments to the 2020 Guam PATT.
Note: Please see the Statement of Work, provided as a separate document, for a full description of the project.

**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.

**Required Qualifications of the Project Team shall include:**

1. The Recipient shall assign a 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 (if the PI cannot provide GIS/Archaeology expertise), understanding and assuring compliance with applicable Federal, DoD, and DON historic resource and environmental laws, policies, 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:

   **A. Principal Investigator (PI):** At a minimum, this individual will:
   
   a. Hold an advanced degree (e.g., Master’s or PhD) in anthropology, archaeology, or a closely related field.
   
   b. Meet Secretary of Interior (SOI) Professional Qualifications Standards per 36 CFR Part 61 (Secretary of Interior qualifications, i.e., hold an advanced degree in archaeology, anthropology, or closely related field and 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 experienced in archaeology in the Mariana Islands or have similar experience and will be familiar with the Section 106 review process.
   
   d. Have a valid driver's license.

   **B. Technical Support Individual(s) –**
   
   a. **GIS** - The technical support individual position must be experienced using ESRI GIS software and must provide evidence of expertise in the form of training certificates, demonstrated competence and experience using the current industry standard ESRI GIS product (10.x).
b. **Archaeology** – in order to qualify to meet Section 106 compliant fieldwork, the technical support individual(s) must hold Bachelor’s degree in archaeology, anthropology, or closely related field. Preferably an advanced degree (Master’s) and meet the experience requirements, including having attended a field school and preferably having experience in the Pacific region – preferably in the Marianas.

c. **Documentation/Fieldwork Skill** – The technical support individual position shall render assistance in gathering scientifically accurate documentation in the field and must be able to carry out various aspects of archaeological work. Individuals assigned must have a minimum of 3 years of fieldwork experience in conducting various archaeological tasks, such as archaeological inventory survey, data recovery, monitoring, and some aspect of report writing.

d. Have a valid driver’s license.

C. Note that in the event an individual meeting the Principal Investigator and both Technical Support Individual(s) qualifications (GIS/Archaeology/Documentation/Fieldwork) is not available, providing more than one individual to meet each area of expertise may be acceptable upon agreement with the CATR, provided that the support can be accomplished within the estimated value and funding available for this project.

**Department of Navy Responsibilities:**

1. 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 between the Co-CATRs and PI is deemed appropriate to carry out a public purpose to include a direct benefit to the Government. DoN responsibilities include:

   a. Advise Recipient, as needed, in preparing scientific articles destined for peer-reviewed journals;
   b. Provide relevant maps and information pertaining to project sites.
   c. Review and approve all outreach materials prior to finalization and publication
   d. Will assist with field activities (as appropriate) and coordination with appropriate DoN staff to ensure safety procedures are met;
   e. Will facilitate access to DoN lands and facilitate required passes;
   f. Will assist with Plan of Action and Milestones (POAM) review/development; and,
   g. Will participate in meetings with Recipient to track deliverables, manage project implementation, and determine if milestones are met.

**Materials Requested for Statement of Interest/Qualifications:** Please provide the following via e-mail attachment to: thelman.fontenot@fe.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)
   - 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, 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 Principle 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.fontenot@fe.navy.mil
Timeline for Review of Statements of Interest: DoN intends to use fiscal year 2021 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 9 July 2021.