

**REQUEST FOR STATEMENTS OF INTEREST/REQUEST FOR PROPOSALS  
NUMBER N62742-24-2-0008**

**PROJECT TO BE INITIATED IN 2024**

**Project Title: ARCHAEOLOGICAL SURVEYS AND CULTURAL RESOURCES  
PROTECTION AT PACIFIC MISSILE RANGE FACILITY (PMRF), KAUA‘I,  
HAWAI‘I**

Responses to this Request for Statements of Interest (RSOI) will be used to identify potential Recipients for a project to be funded by the Department of the Navy (DoN) to provide technical support to NAVFAC Hawaii’s Cultural Resources Program by identifying and documenting potential cultural resources on the PMRF property and implementing cultural resources protection measures to ensure compliance and stewardship at a sustained tempo of operations across the installation.

The approximate amounts are expected to be available to support this project.

<b>Period</b>	<b>Estimated Available Funding</b>
Base Year	\$160,270
Option Year 1	\$163,475
Option Year 2	\$166,745
Option Year 3	\$170,080
Option Year 4	\$173,481

Type of Assistance Instrument Anticipated: Cooperative Agreement

Authority: Cooperative Agreement under 10 USC §2684 (Cultural Resources Management)

Eligible Applicants:

Rocky Mountain Cooperative Ecosystem Studies Unit (CESU) Network and Hawaii-Pacific CESU Network cooperative partners who qualify under the DoD Grant and Agreement Regulations (DoDGARS) Part 34 or 2 Code of Federal Regulations 200 are eligible to apply.

Cost Sharing: Not required

**Background:**

Pacific Missile Range Facility (PMRF) occupies a rich natural and cultural landscape where a number of natural and cultural resources are located. PMRF is home to significant architectural resources identified at Barking Sands and significant archaeological resources have been found, including buried cultural deposits and Native Hawaiian remains. Cultural resources are protected by federal regulations including but not limited to the 36 CFR Part 800, National Historic Preservation Act, Native American Graves Protection and Repatriation Act, Native American Religious Freedom Act, National Environmental Protection Act, Archaeological Resources Protection Act, etc. Environmental management of military lands promote environmental stewardship, environmental planning, conservation, and sustainable management of natural and cultural resources that are consistent with Navy policies. Sensitivity areas for cultural and natural resources have been designated by the Navy for management. At PMRF, previous archaeological investigations have documented over 100 cultural resources including traditional Hawaiian

sites, Traditional Cultural Properties, Plantation period sites, and World War II - Cold War period sites. It is important to integrate cultural resource management that the PMRF environment and cultural context be understood and that natural resources be managed in coordination with these cultural resources. Typical projects that support and benefit from the management of cultural and natural resources include cultural resource inventory and documentation, natural resource documentation and monitoring, forest management, floral and faunal surveys, data management and analysis, computer cartography, GIS and spatial analysis, environmental planning and compliance, and graphics development in support of natural and cultural resource conservation and stewardship.

**Brief Description of Anticipated Work:**

The overall objective shall be to provide technical support to NAVFAC Hawaii’s cultural resources program ensuring compliance to all regulatory requirements of the cultural resources management commodities. This shall be accomplished by identifying and documenting potential cultural resources on the PMRF property and implementing cultural resources protection measures to ensure compliance and stewardship at a sustained tempo of operations across the installation.

**Period of Performance:**

The proposed period of performance for the base Cooperative Agreement is 12 months from date of award unless options are executed or the parties extend the period of the Cooperative Agreement by written modification.

<b>Period of Performance</b>	<b>Anticipated Award Date</b>
12 Months from Date of Award	31 May 2024
Option Year 1	31 May 2025
Option Year 2	31 May 2026
Option Year 3	31 May 2027
Option Year 4	31 May 2028

The Recipient may take up to fifteen (15)-days, starting on the date of award, to provide preliminary documents to the Cooperative Agreement Administrator (CAA) and Cooperative Agreement Technical Representative (CATR). Documents include, but are not limited to, Insurance documents and certificates, Draft and Final Work Plans, etc.

**Materials Requested for Statement of Interest/Qualifications:**

Please provide the following via e-mail attachment to Danika Kamikawa ([danika.m.kamikawa@us.navy.mil](mailto:danika.m.kamikawa@us.navy.mil)) and Kristopher Tom ([kristopher.m.tom.civ@us.navy.mil](mailto:kristopher.m.tom.civ@us.navy.mil)):

- 1) SF 424 (Enclosure 3)
- 2) Research & Related Senior/Key Personnel Form (Enclosure 4). Please see Factor 1 for additional submittal requirements.
- 3) Research & Related Budget Form (Enclosure 5). Please see Factor 3 for additional submittal requirements.
- 4) SF-LLL Disclosure of Lobbying Activities (Enclosure 6). If applicable, complete SF- LLL.

Applicability: If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the grant/cooperative agreement, you must complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying."

- 5) Research & Related Senior/Key Personnel Form (Enclosure 7). The Federal Government has a continuing commitment to monitor the operation of its review and award processes to identify and address any inequities based on gender, race, ethnicity, or disability of its proposed PDs/PIs and co-PDs/PIs. To gather information needed for this important task, the applicant should submit the requested information for each identified PD/PI and co-PDs/PIs with each proposal. Submission of the requested information is voluntary and is not a precondition of award. However, information not submitted will seriously undermine the statistical validity, and therefore the usefulness, of information received from others. Any individual not wishing to submit some or all the information should check the box provided for this purpose. Upon receipt of the application, this form will be separated from the application. This form will not be duplicated, and it will not be a part of the review process. This data will be kept confidential.

Reimbursement of pre-award costs will not be allowed.

Please note, that some of the forms functionality may be lost. Please visit <https://www.grants.gov/web/grants/forms/r-r-family.html#sortby=1> to retrieve the forms directly from the Grants.gov website and use these forms when submitting your Statement of Interest.

#### **Review of Statements Received:**

Proposals will be evaluated based on the following three factors: 1) Credentials of Key Personnel, 2) Experience, and 3) Reasonableness of Cost.

The Government considers it to be in its best interest to allow consideration of award to other than the lowest cost proposal or other than the highest technically rated proposal.

RELATIVE IMPORTANCE OF EVALUATION FACTORS – Factor 1 and 2 are of equal importance; and when combined, are approximately equal importance to Factor 3.

NOTE: All requirements listed are minimum requirements. Offerors will be assessed on their ability to adhere to the listed requirements, complete responses, follow directions, comply with restrictions and provide quality control on their submittals. All page limits refer to 12-point font and single spaced one-sided pages. Submissions that exceed the page limitation specified within its corresponding factor may have additional pages removed from consideration.

#### **Factor 1 - Credentials of Key Personnel**

Due to the complexity of work, the Offeror shall provide the following key personnel with the following minimum qualifications:

- A. Master's degree or higher in Archaeology from an accredited college or university.
- B. A minimum of eight (8) years of experience in or related to managing cultural resources and performing archaeological fieldwork is needed. In addition, a minimum of four (4) years of

experience in Hawaiian archaeology to include management of cultural resources and fieldwork is required. At least two (2) years of experience of archaeological fieldwork on Kauai, especially at PMRF.

- C. Knowledge of Hawaiian and Pacific Island cultural history as well as state and federal cultural resource management laws and regulations.

## **Factor 2 – Experience**

The Offeror shall demonstrate the ability to:

- A. Must be able to work well as part of a team as well as independently on tasks. Must have good oral and written communication skills. Must be able to maintain a positive professional attitude in a productive work environment. Computer literacy is a must particularly in Microsoft Office applications (Word, Excel, Access, and PowerPoint) and especially in the use and application of ArcGIS. Must possess a valid driver's license (and if use of personal vehicle on the job is needed, must also have a valid driver's insurance equivalent to Hawaii's No-Fault Driver's insurance) and maintain throughout the duration of employment.
- B. Must be able to proficient in the types and methods of archaeological fieldwork as well as performing them (i.e., surveying, subsurface testing, data recovery, monitoring). The performance of fieldwork includes ability to use field equipment including maps, compass, and Global Positioning System (GPS) devices. Ability to conduct fieldwork outdoors under varying conditions (including high humidity and heat, within thick brush, uneven/steep terrain) on a secured military base. Work may also include to be in areas that contain Unexploded Ordnance (UXO) or areas deemed hazardous with prior authorization from the PMRF CRM.

## **Factor 3 - Reasonableness of Cost**

The offers will be analyzed for fair and reasonable pricing. The Offeror shall use OMB Circular A-21 "Cost Principles for Institutions of Higher Education", 48 CFR part 31 "Contract Cost Principles and Procedures," or 2 CFR 200 Subpart F "Audit Requirements" as applicable.

Evaluations will include an analysis to determine the Offeror's comprehension of the requirements of the solicitation as well as to assess the validity of the Offeror's approach. A clear cost breakdown of work elements to be accomplished detailing quantities for the various work items, unit, unit prices and extended prices will be required and will be evaluated. Evaluation will include an analysis to determine the Offeror's comprehension of the requirements of the proposed agreement as well as to assess the validity of the Offeror's approach.

Please provide your proposed budget on the provided pdf titled, "Research and Related Budget" form (Enclosure 5).

### **\*Form: RESEARCH AND RELATED BUDGET:**

Complete the Research and Related Budget form in accordance with the instructions on the form. You must provide a detailed cost breakdown of all costs by cost category, by the funding periods described below, and by task/sub-task corresponding to the task number in the proposed SOW. You may request funds under any of the categories listed as long as the item and amount are necessary to

perform the proposed work and meet all the criteria for allowability under the applicable Federal cost principles. The budget should adhere to the following guidelines:

The budget should be driven by program requirements. Elements of the budget shall include:

- Direct Labor - Individual labor category or person, with associated labor hours and unburdened direct labor rates.
- Indirect Costs - Fringe benefits, overhead, G&A, COM, etc. (must show base amount and rate). Justify in Field K.
- Travel - Number of trips, destination, duration, etc. Justify in Field K (on the form).
- Subcontract - A cost proposal as detailed as the applicant's cost proposal will be required to be submitted by the subcontractor. If applicable, include in Research & Related Subaward Budget Attachment Form.
- Consultant - Provide consultant agreement or other document that verifies the proposed loaded daily/hourly rate. Include a description of the nature of and the need for any consultant's participation. Strong justification must be provided, and consultants are to be used only under exceptional circumstances where no equivalent expertise can be found at a participating university. Provide budget justification in Field K.
- Materials - Specifically itemized with costs or estimated costs. An explanation of any estimating factors, including their derivation and application, shall be provided. Include a brief description of the applicant's procurement method to be used (competition, engineering estimate, market survey, etc.). Justify in Field K.
- Other Direct Costs - Particularly any proposed items of equipment or facilities. Equipment and facilities generally must be furnished by the cooperator/recipient (justifications must be provided when Government funding for such items is sought). Include a brief description of the applicant's procurement method to be used (competition, engineering estimate, market survey, etc.). Justify in Field K.

Budget Justification (Field K on the form): Provide the required supporting information for the cost elements as shown above (see Research & Related Budget instructions) and listed as follows: indirect cost, travel, consultant, materials, and other direct costs. Provide any other information you wish to submit to justify your budget request.

**NOTE: Every deviation from the scope of work requirement must be identified. Proposer must identify the paragraph in the scope of work that is applicable and provide sufficient information to justify why the deviation is in the best interest of the government.**

**Timeline for Review of Statements of Interest:**

We request that Statements of Interest be submitted no later than 22 May 2024 4:00 P.M. Hawaii Standard Time. This Request for Statements of Interest will remain open until an investigator team is selected. Statements of Interest received after 22 May 2024 4:00 P.M. Hawaii Standard Time is considered "late" and may not be considered. Please submit requests for information/questions no later than 06 May 2024 10:00 A.M. Hawaii Standard Time.

**Please send electronic responses and questions to the following:**

Mr. Kristopher Tom, Grants Officer

Naval Facilities Engineering Systems Command, Pacific  
258 Makalapa Drive, JBPHH, HI 96860  
Phone #: (808) 474-4551  
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