

**REQUEST FOR STATEMENTS OF INTEREST WITHIN THE  
COOPERATIVE ECOSYSTEMS STUDIES UNIT**

**N62473-17-2-0004**

**PROJECT TO BE INITIATED IN 2017**

**Project Title: Spring Habitat Assessments at Naval Air Weapons Station China Lake, China Lake, California**

Responses to this Request for Statements of Interest (RSOI) will be used to provide services (labor and technical expertise) to assess current conditions of habitats and natural resources at native springs within Naval Air Weapon Station (NAWS) China Lake. Information gathered from these assessments will help support habitat protection and improvement of native spring resources throughout the installation while providing guidance for future management and preventing potential impacts to mission as required by the NAWS China Lake Integrated Natural Resources Management Plan (INRMP).

Approximately \$64,743 is expected to be available to support this project.

Type of Assistance Instrument Anticipated: Cooperative Agreement

Authority: Cooperative Agreement under 16 USC §670c-1 (Natural Resources Management)

Eligible Applicants: Cooperative Ecosystem Studies Unit cooperative partners who qualify under the DoDGARS Part 34 or 2 Code of Federal Regulations 200 is eligible to apply.

Cost Sharing: Not required

**Background:**

Native springs play a vital role in sustaining the ecosystem within Naval Air Weapons Station (NAWS) China Lake. Maintaining viable native springs through effective stewardship is an important component to NAWS China Lake's Integrated Natural Resources Management Plan (INRMP) as agreed and approved by state and federal agencies. Many springs provide habitats for rare, endemic, invertebrate, and avian species; such as the federally-listed Inyo California towhee. The United States Fish and Wildlife Service (USFWS) is currently evaluating delisting this species. Upholding NAWS China Lakes' management responsibilities via long-term spring/riparian/water source assessment and establishing protection measures in conjunction with ongoing wild horse and burro removal efforts will also help support the towhee delisting effort. Delisting this species will greatly reduce constraints to military, road maintenance, and other operations potentially affecting towhees. Failure to provide sound stewardship of the installation's native springs could lead to potential legal actions from state and federal agencies and/or organizations that have interests in the effective and compliant management of these natural resources.

**Brief Description of Anticipated Work:**

The purpose of this Agreement is to provide services (labor and technical expertise) to assess

current conditions of habitats (including those of status species like Inyo California towhee) and natural resources at native springs within NAWA China Lake. The full extent of conditions at a majority of springs on the installation have not been assessed at this time, however habitats at several springs are known to be negatively impacted by wild horses and burros and/or have become overrun by non-native plant species.

Please see Enclosure (1) for full scope of work and Enclosure (2) for applicable Terms and Conditions.

**Period of Performance.** The Agreement period is up to 18 months starting from the date this Agreement is awarded to the Recipient. The parties may extend the term of this Agreement by written modification. The total duration of this agreement, including any option years, shall not exceed 54 months. The proposed period of performance consists of an 18 month base year and three (3), 12-month option years.

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

Please provide the following via e-mail attachment to: Reagan Pablo  
(reagan.s.pablo@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 and Related Budget Form (Enclosure 5)
- 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."

Reimbursement of pre-award costs will not be allowed.

**Review of Statements Received:** Proposals will be evaluated based on the three factors listed below to include Credentials of Key Personnel, Organizational Approach and Reasonableness of Cost.

**Factor 1 – Credential of Key Personnel**

The Applicant shall provide type written resumes, not to exceed 3 pages, single spaced with 12pt font for the one project manager and all field assistants proposed for this project. Resumes must state qualifications, experience with this type of project, professional registration and certificates. The Applicant shall submit evidence of the following technical requirements/qualifications of their personnel. Resumes will be included as an attachment to the Research & Related Senior/Key Personnel Form (Enclosure 4).

The Recipient shall provide the CAA (via the CATR) the names and resumes of staff that will be overseeing and conducting the surveys required in this Agreement. At the minimum, the Recipient shall have the qualifications described below, but stipulated qualifications may, on a case-to-case basis, be waived by the Installation Representative:

- I. Principal Investigator/Project Manager: The Recipient shall designate one person as responsible for ensuring that provisions are in place, project and personnel supervision, quality control and meeting of survey and reporting requirements on a daily basis. This person shall have, at the minimum:
  - i. Must have at least a Master's degree in ecology, biology, wildlife biology, zoology, or a biological sciences field directly associated with specific work requirements of the Agreement from an accredited college or university.
  - ii. Specific knowledge of spring ecology and comprehensive survey protocols of the Agreement and their implementation in desert environments as demonstrated by at least 5 years of specific previous work experience.
  
- II. Field Technicians: The Recipient shall designate at least one person responsible for ensuring that provisions are in place, quality control in the field on a daily basis. This person shall have, at the minimum:
  - i. Must have at least a bachelor's degree in ecology, biology, wildlife biology, zoology or a biological sciences field directly associated with specific work requirements of the Agreement from an accredited college or university.
  - ii. Specific knowledge of spring ecology and comprehensive survey protocols of the Agreement and their implementation in desert environments as demonstrated by at least 3 years of specific previous work experience.

### **Factor 2 – Organizational Approach**

The Applicant shall provide a brief summary not to exceed 2 pages, single spaced with 12pt font that includes planned methodology and approach for agreement requirements pertaining to the scope of work; including qualifications of personnel overseeing and conducting the surveys. The Applicant shall be evaluated as to the soundness of the overall approach and the use of any innovative techniques to accomplish the objectives of the study.

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

After technical evaluation of the proposal, 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. 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 Statement of Work. Options (if applicable) must be separately priced. The form will generate a cumulative budget for the total project period. You must complete all the mandatory information on the form before the NEXT PERIOD button is activated. 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 Sub-award 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 Directs 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. Offerors 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.

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

Please send electronic responses and questions to:

Mr. Reagan Pablo, Contract Specialist Environmental Acquisition Core  
[reagan.s.pablo@navy.mil](mailto:reagan.s.pablo@navy.mil)

**Point of Contact Information:**

Mr. Reagan Pablo, Contract Specialist Environmental Acquisition Core  
Naval Facilities Engineering Command Southwest  
1220 Pacific Highway  
San Diego, CA 92132  
619.532.2090

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

We request that Statements of Interest be submitted by March 22, 2017 at 5:00 P.M. This Request for Statements of Interest will remain open until an investigator team is selected. Statements of Interest received after March 22, 2017 5:00 PM local standard time is considered “late” and may not be considered for evaluation.