

April 2019

**REQUEST FOR STATEMENTS OF INTEREST/REQUEST FOR PROPOSALS
WITHIN THE COOPERATIVE ECOSYSTEM STUDIES UNIT
INTEREST #N62473-19-2-0005
PROJECT TO BE INITIATED IN 2019**

Project Title: Natural Resources Wildlife Rapid Response at Marine Corps Air Ground Combat Center, Twentynine Palms, California

Responses to this Request for Statements of Interest will be used to identify potential cooperators for a project to be funded by the Department of the Navy (DoN) to provide natural resources support to the Marine Corps Air Ground Combat Center (MCAGCC) for the implementation of the Wildlife Rapid Response Program, in accordance with the conservation measures of MCAGCC's Biological Opinions (USFWS 1-8-99F-41 and 8-8-11-F-65R) and Integrated Natural Resources Management Plan (MCAGCC 2018). Approximately \$200,000.00 to \$213,850.00 is expected to be available to support this project for the base year.

Type of Assistance Instrument Anticipated: Cooperative Agreement

Authority: Cooperative Agreement under 16 USC §670c-1

Eligible Applicants: Any Cooperative Ecosystem Studies Unit Californian, Desert Southwest, Great Basin, and Colorado Plateau partner who qualifies under the DoDGARS Part 34 or 2 Code of Federal Regulations 200 is eligible to apply.

Cost Sharing: Not required

Background:

Significant natural resources and wildlife exist on MCAGCC. Such wildlife often inhabit areas on MCAGCC property that are in close proximity to military training, facilities maintenance activities, hazardous material, and/or electrical currents. Birds often times nest in trees and on rooftops and fall near buildings. The federally threatened Agassiz's Desert Tortoise, on occasion, have wandered into military training zones. When the proximity of wildlife to the aforementioned activities/materials produces a safety concern for the animal or military personnel and/or results in restricting military access, action must be taken to alleviate the situation. The animal must be rescued/picked-up and removed from the site or transported to a licensed wildlife rehabilitation agency or organization. For the purposes of supporting the military mission and allowing continued training and operations, it is vital that the causes of injury of sensitive wildlife as they change over time be researched to allow the Marine Corps to meet its monitoring and conservation obligations under a variety of natural resource requirements, including but not limited to the Migratory Bird Treaty Act and the Sikes Act, and identify appropriate proactive adaptive management practices. Regulatory drivers include the Endangered Species Act and Migratory Bird Treaty Act (wildlife affected often fall under the

Migratory Bird Treaty Act species list). This project ties into the Integrated Natural Resources Management Plan by providing quality management of species, complying with regulatory drivers, and providing research on impacts to wildlife from daily operational activities at the installation, as well as minimizing that impact by providing rehabilitation services to wildlife - thus supporting the military mission.

Brief Description of Anticipated Work:

This Cooperative Agreement is for implementing a Wildlife Rapid Response Program of MCAGCC Environmental Affairs. Specific tasks include implementing a Wildlife Call Program to ensure timely response to on-base calls for transporting injured, trapped, or hazardous wildlife safely out of harm's way; implementing the desert tortoise rapid-response clearance program for protection of desert tortoise within emergent training and/or facilities operation footprints; providing biomonitoring support (e.g., for desert tortoise, migratory birds, and other protected wildlife) for base activities including the Land Acquisition project, producing and distributing educational and interpretive material for both public base guests and on-base personnel regarding the Wildlife Rapid Response Program; maintaining associated GIS layers and conducting geodatabase management; and analyzing wildlife data trends for publication in an annual report. Please see enclosure 1 for full scope of work and enclosure 2 for applicable terms and conditions.

Period of Performance:

The period of performance covered by this agreement is 12 months upon award with up to 4 twelve (12) month Option Years, that, if all are exercised, will extend the period of performance by another 48 months. The end date is the anticipated date that the Final Report is accepted by the Government. In the event that an option year(s) is exercised, a cumulative report consisting of the base and all option years will be the Final Report. The parties may extend the term of this Agreement by written modification. The total duration of this agreement, including the Option Years and any time-extension modifications, shall not exceed 60 months. The Option Years are subject to the availability of funds and may be exercised unilaterally.

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 qualification requirements.
- 3) Research and 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 key personnel. To gather information needed for this important task, the applicant should submit the requested information for each identified key personnel 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 when retrieved from a 3rd party website. 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) Technical Approach, and 3) Reasonableness of Cost. Factors 1, 2, and 3 are of equal importance.

NOTE: All requirements listed are minimum requirements. Offerors will be assessed on their ability to adhere to the listed requirements, completeness of responses, follow directions, comply with restrictions and provide quality control on their submittals. All page limits refer to 12 point font and single spaced pages.

Factor 1 - Credentials of Key Personnel:

Biologist/Natural Resources Specialist. The Recipient shall provide one biologist/natural resource specialist capable and qualified to meet the requirements of the Scope of Work. This person shall have, at a minimum:

- a Bachelor's degree in wildlife biology, natural resources management, ecology, or similar field of study

- demonstrates ability to obtain Authorized Biologist status from the US Fish and Wildlife Service for clearance surveys and handling/moving of Agassiz's desert tortoise
- proficiency in Microsoft Office word processing, Excel spreadsheets, and presentation software and ability to communicate in English, both orally and in writing

The Applicant shall provide a type-written resume, not to exceed 10 pages, single spaced with 12pt font.

Factor 2 – Technical Approach:

The Offeror shall provide a 1-page staffing and management plan with proposed personnel roles and administrative structure. Evaluations will be based on the proposal's balance of on-site and administrative duties that will maximize the likelihood of project success.

Factor 3 – Reasonableness of Cost:

After technical evaluation of the proposal, the offers will be analyzed for fair and reasonable pricing. The proposal will be analyzed to determine whether its pricing is materially/mathematically balanced, and is fair and reasonable. 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 be sure to provide a proposal for the optional periods as listed within the statement of work. Please submit proposed budget for the option years on separate research and related budget forms.

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 (enclosure 1). 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 Directs Costs – Clarify 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 and Other Important Dates:

We request that Statements of Interest be submitted by 06 May 2019 2:00 PM Pacific standard time. This Request for Statements of Interest will remain open until an investigator team is

selected. Statements of Interest received after 06 May 2019 2:00 PM Pacific standard time are considered “late” and may not be considered. Please submit requests for information/questions no later than 29 March 2019 2:00 Pacific standard time. Notification of Selection for Award is anticipated to be 27 May 2019, 3:00 PM Pacific standard time. Approximate start date of this Cooperative Agreement 03 June 2019, 9:00 PM Pacific standard time.

Please send responses or questions directly to:

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San Diego, CA 92132
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