



KENAI MOUNTAINS-TURNAGAIN ARM
NATIONAL HERITAGE AREA

REQUEST FOR PROPOSALS
**SECTION 106 RESEARCH & REVIEWS, FIELD SURVEYS,
INVESTIGATIONS, AND EXCAVATIONS**

INVITATION

The Kenai Mountains-Turnagain Arm Corridor Communities Association (KMTA) is seeking a Cultural Resource Management (CRM) firm for archaeological services with a strong background in Section 106 review and compliance.

Interested and qualified organizations are invited to submit proposals, which will be accepted until **June 25th, 2020 at 5:00 p.m.** Proposals should be addressed to:

Jessica Szelag
Executive Director
Kenai Mountains-Turnagain Arm Corridor Communities Association
PO Box 1934
Girdwood, AK 99587

An electronic copy of the proposal must also be submitted by 5:00 p.m. on June 25, 2020. Please submit the electronic document, including all attachments, to:
jessicaszelag@kmtacorridor.org

QUESTIONS

Questions may be submitted via email to Jessica Szelag at the email listed above no later than 5:00 p.m. on June 12, 2020.

RFP SCHEDULE

Activity	Date
RFP Available for Download on KMTA Website	May 28, 2020
Deadline to Submit Questions Regarding RFP	June 12, 2020
RFP Responses Due	June 19, 2020
Selection of Strategic Partner	June 26, 2020
Relationship Effective Date	July 1, 2020

NOTE: The issuing of this RFP in no way obligates KMTA to accept any of the proposals that may be submitted by the due date, and KMTA may, at its sole discretion, continue operating under the status quo.

BACKGROUND

Kenai Mountains-Turnagain Arm Corridor Communities Association is a 501(c) (3) not-for-profit organization with a mission to recognize, preserve, and interpret the historic, scenic, natural resources, and cultural landscape of the Kenai Mountains-Turnagain Arm historic transportation corridor, and to promote and facilitate the public enjoyment of these resources. The KMTA National Heritage Area received Congressional designation in 2009. KMTA CCA manages the federal appropriation of grant dollars to KMTA communities to realize the goals set forth in the NHA's adopted Management Plan. A Cooperative Agreement with the National Park Service stipulates the terms and regulations of the use of federal funds through KMTA's grant dollars, specifically 2 CFR 200 Uniform Administrative Guidelines and Section 106 of the Historic National Preservation Act

SCOPE OF WORK TO BE PERFORMED

PLEASE NOTE: If your firm chooses to respond, please address all elements of the scope of work listed in Items 1, 2, 3 and 4.

KMTA awards community grants that often require a consideration of their effects on historic properties pursuant to Section 106 of the National Historic Preservation Act. This process is required as a significant portion of KMTA's funding is from a federal source, any undertakings involving a historic resource require the grant recipient to complete the Section 106 process, and the project must meet the Secretary of Interior's Standards for the Treatment of Historic Properties. If a KMTA funded project requires a Section 106 review, SHPO concurrence must be received before the project begins. Section 106 guidance and oversight is provided collaboratively between Kenai Fjords National Park cultural resource staff and the Alaska SHPO staff.

KMTA awards its annual grants in May. For the 2020 cycle, there are two projects that require a Section 106 review. For future grant cycles, the workload is dependent on the total number of grants awarded. The intention of this RFP is to identify a qualified CRM firm to assist KMTA grantees with Section 106 compliance when needed over a 3 year period. The scope of work and timeline for each project will be negotiated with KMTA's Executive Director and Grant Program Manager.

SERVICES SOUGHT

1. Section 106 Research & Review & Reporting

- a. Research previous surveys and findings for projects requiring Section 106 review.
- b. When applicable, complete evaluations of National Register eligibility for historic properties.
- c. When applicable, recommend assessment of effect on National Historic Districts.
- d. Incorporate Section 106 survey findings into written reports.

2. Archeological Fieldwork

- a. Surface archaeological surveys for KMTA funded projects (*e.g.* restoring and/or building trails within the National Heritage Area).
- b. Subsurface archaeological surveys (*e.g.* shovel probes) for KMTA funded projects which cause ground disturbance.
- c. Conduct archaeological monitoring during project implementation when determined necessary by SHPO and/or during tribal consultation.

3. Reporting & Section 106 Review to State Historic Preservation Office

- a. If a finding of effect of “no historic properties affected” or “no adverse effect” is recommended submit written report and letter to the SHPO asking for concurrence with the finding.
- b. If field surveys determine presence of archaeological materials and a finding of having an “adverse effect” to historic properties submit written report and assist KMTA in drafting a Memorandum of Agreement (MOA) stipulating mitigation plans to resolve adverse effects to historic properties.
- c. Assist with consultation and correspondence with the SHPO until concurrence is received.

4. Tribal and Public Consultation

- a. When applicable, assist with consultation, communication, and collaboration with Tribal groups.
- b. When applicable, assist with consultation, communication, and collaboration with local public leadership groups.

PROPOSAL REQUIREMENTS

The following must be received by the proposal due date:

1. Firm's Qualifications

- a. Qualifications and Related Section 106 Experience - Sufficient information should be provided regarding qualifications of the firm to provide the requested scope of work, including experiences working with non-profits and community groups;
- b. Provide a listing of current non-profit clients in the South Central Alaska area for which your firm is providing Archaeological/ Section 106 compliance services.

2. Personnel Qualifications

- a. Provide sufficient information and related experience of personnel who will perform KMTA Archaeological/ Section 106 Compliance services (Secretary of Interior Professional Qualification Standards strongly recommended for principle investigators).

3. Fees/Hourly Rates

- a. KMTA prefers a fee schedule for associated services; please provide projected fixed cost for field surveys, report writing, and consultation as noted above. If

fee schedule does not align with the below functions, please provide an explanation.

FEE SCHEDULE	Fixed Fee
Research	\$
Field Surveys (surface & subsurface)	\$
Assessment and Findings Report	\$
Consultation (SHPO, Tribes, Public)	\$
Total Fixed Fee	\$

Hourly rates of the firm's employees should be provided for services which may be requested outside of the scope of the agreement.

Classification	Hourly Rate
Owner	\$
Staff 5+ years of experience	\$
Staff (0-4) years of experience	\$

Additional Information - Interested firms are encouraged to provide any additional information not otherwise requested that may aid KMTA in awarding this professional service contract.

OPTION FOR IN-KIND PARTNERSHIP

Given KMTA’s non-profit status and as recipient of federal funds requiring a 1-to-1 non-federal match for reimbursement, your organization is also requested to consider providing some or all of these services in exchange for in-kind partnership benefits.

If you are interested in providing the Archaeological/ Section 106 Compliance Services through an in-kind arrangement, please indicate in your response the percentage or value that would be provided as an in-kind partnership. Also, please indicate any specific benefits you would like to receive from KMTA; these benefits can also be negotiated in the contract arrangements.

AWARD / TERM

As noted earlier, Kenai Mountains-Turnagain Arm Corridor Communities Association has the right to decline to engage in a proposed partnership or any part thereof for any reason. However, if awarded, the term of the Memorandum of Agreement (MOA) will be twelve (12) months. By mutual agreement, any MOA which may be negotiated pursuant to this RFP may be extended for two additional one-year terms at agreed compensation levels, with all other terms and conditions remaining the same.