

NOTICE OF FUNDING OPPORTUNITY

Funding Agency: Naval Facilities Engineering Systems Command Southwest (NAVFAC SW)

Funding Instrument: Cooperative Agreement

Funding Opportunity Number: N62473-24-2-0007

Assistance Listing Number: 12.300

Program Authority: 16 U.S.C. 670c-1 Sikes Act

Issue Date: 7/26/2024

Application Due Date: 8/26/2024

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I. Funding Opportunity Description

Marine Corps Air Station Miramar (MCAS Miramar):

In order to comply with the Endangered Species Act of 1973 (19 USC 1531 et seq.), DoD Instruction 4715.3 – Environmental Conservation Program, and Marine Corps Order P5090.2A MCAS Miramar’s 2018 Integrated Natural Resources Management Plan (INRMP) identified a management objective to support the Special Status Species Management on MCAS Miramar. This objective is to proactively maintain up-to-date data for special status species through the collection of information on presence or absence, location, habitat availability and suitability, and life history requirements of federally threatened and endangered avian species to support planning for military operational requirements and habitat conservation. The resulting reports directly support projects and maintenance planning, including Endangered Species Act (ESA) Consultations. Data gathered from these surveys can directly guide management decisions on MCAS Miramar and further understanding of how federally threatened and endangered species utilize habitat available on MCAS Miramar.

Brief Description of the Anticipated Work:

This Cooperative Agreement outlines terms and the cooperative effort of the Department of the Navy (DoN), Navy Facilities Engineering Systems Command, Southwest (NAVFAC SW), on behalf of MCAS Miramar. The DON is seeking statements of interest that address requirements associated with MCAS Miramar. On MCAS Miramar the base portion of this Agreement will focus on federally threatened coastal California gnatcatcher (*Polioptila californica californica*; gnatcatcher).

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 18 months upon award. If an Option Task is awarded, the period of performance will be extended by 12 months. Option Tasks may be unilaterally awarded within the 18-month Base Period of performance, or within any subsequent

Option Tasks of the Cooperative Agreement. Option Tasks may run concurrently. The end date is the anticipated date that the Final Report is accepted by the Government. The award of any Option Task is subject to the availability of funds and may be unilaterally awarded by the Government. The Government reserves the right to not award any Option Task. Option Tasks may have overlapping periods of performance.

MCAS MIRAMAR

Period	Description	Period of Performance	Anticipated Award Date*
Base Period	Threatened and Endangered Avian Species Population Surveys: Gnatcatcher Surveys	Date of Award – 18 Months	September 2024
Option Task 1	Threatened and Endangered Avian Species Population Surveys: Vireo and Flycatcher Surveys	12 Months	April 2025
Option Task 2	Threatened and Endangered Invertebrate Species Population Surveys: Quino checkerspot, Hermes copper and Monarch butterflies	12 Months	April 2025
Option Task 3	Threatened and Endangered Amphibian Specie Population Surveys: Western spadefoot toad Surveys	12 Months	April 2026
Option Task 4	Threatened and Endangered Flora Specie Population Surveys: Willowy monardella with milkweed mapping	12 Months	April 2026

*Dates are subject to change and are estimates

A fifteen (15) day period, starting on date of award, will be used for the cooperator to provide preliminary documents to the CAA and CATR. Documents include, but are not limited to, Insurance documents/certificates, Accident Prevention Plans/Site Health and Safety Plans (as applicable), Draft Work Plans, etc. Cooperator may not begin performance until preliminary documents are submitted and accepted/approved as appropriate

Please see enclosure 1 for full scope of work and enclosure 2 for applicable terms and conditions.

Estimated Total Funding: \$777,865.00

Estimated Number of Awards: (1)

Item	Anticipated Funding
Base Period	\$284,066.00
Option Task 1	\$71,328.00
Option Task 2	\$181,545.00
Option Task 3	\$57,738.00
Option Task 4	\$183,188.00
Total Potential Value	\$777,865.00

Contact Information: Questions relating to Grants.gov including the registration process and system requirements should be directed to the Grants.gov Contact Center at 1-800-518-4726. For

assistance with the requirements of this Funding Opportunity Announcement, please contact Grants Officer, Kevin Magennis, kevin.e.magennis.civ@us.navy.mil.

Instructions to Applicants:

The complete Funding Opportunity Announcement, application forms, and instructions are available for download at Grants.gov.

Applications in response to this Funding Opportunity Announcement shall be submitted by the application due date. Applications may be submitted electronically via email or through Grants.gov.

Applicants shall have a Unique Entity Identification (UEI) number, registration with the System of Award Management (SAM), and registration with Grants.gov, if submitting application through Grants.gov.

See Section IV of the Funding Opportunity Announcement for complete application submission information.

II. Award Information

This Funding Opportunity Announcement is for a competed, multiyear cooperative agreement. The period of performance is 18 months from the date of award with a base period of 18 months with four (4) 12 month option tasks. Option Tasks may have overlapping periods of performance.

Period	Description	Period of Performance	Anticipated Award Date*
Base Period	Threatened and Endangered Avian Species Population Surveys: Gnatcatcher Surveys	Date of Award – 18 Months	September 2024
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Option Task 3	Threatened and Endangered Amphibian Specie Population Surveys: Western spadefoot toad Surveys	12 Months	April 2026
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*Dates are subject to change and are estimates

Significant Dates and Times		
Event	Date	Time *
Full Applications Due	August 26, 2024	2:00 PM
Notification of Selection for Award	September 15, 2024**	4:00 PM

Start Date of Cooperative Agreement	September 15, 2024**	8:00 AM
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**Dates subject to change

III. Eligibility Information

1. Eligible Applicants

Any Cooperative Ecosystem Studies Unit Californian cooperative partner who qualifies under the DoDGARS Part 34 or 2 CFR 200 is eligible to apply. Please see applicable terms and conditions, provided as a separate attachment.

2. Cost Sharing or Matching

Cost sharing [] is or [x] is not required.

IV. Application and Submission Information

1. Address to Request Application Package

Application packages can be obtained electronically at Grants.gov as detailed below or by contacting the individual listed in Section VII Agency Contact(s).

Application forms and instructions are available at Grants.gov. To access these materials, go to <http://www.grants.gov>, select "Apply for Grants", and then select "Download Grant Application Package". Enter the funding opportunity number ().

NOTE: You will not be able to download the Application Package unless you have installed Adobe Acrobat Reader. Adobe Reader is available for free to download from the Download Software page http://grants.gov/help/download_software.jsp.

2. Content and Form of Application Submission

Applicants shall submit applications electronically. The applicant shall complete the mandatory and applicable forms by accessing the forms as noted in IV, 1 "Address to Request Application Package".

Content and Form of Application

FORM: SF 424 (R&R)

Completion of SF-424 Fields First. The Adobe Reader forms are designed to fill in common required fields such as the applicant name and address, UEI number, etc., on all Adobe Reader forms. **To trigger this feature, an applicant must complete the SF-424 information first.** Once it is completed the information will transfer to the other forms. You must complete the mandatory forms and any applicable optional forms (e.g., SF-LLL Disclosure of Lobbying Activities) in accordance with the instructions on the forms and the additional instructions below. Files that are attached to the forms must be in Adobe Portable Document Format (PDF) unless otherwise specified in this announcement.

FORM: RESEARCH & RELATED SENIOR/KEY PERSONNEL (EXPANDED)

Complete all the required fields in accordance with the pop-up instructions on the form.

Biographical Sketch: Attach resume(s) of key personnel. The Applicant shall provide type written resumes, not to exceed 3 pages, single spaced with 12pt font for the project manager(s) and field assistants proposed for this project. Resumes must state qualifications, experience with this type

of project, professional registration and certificates. See Section V. Application Review Information for detailed information required per resume and minimum qualifications required.

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 Objectives. 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 should 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).

Travel - Number of trips, destination, duration, etc., all travel must be substantiated and explained.

Subcontract/subaward - 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.

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.).

Other Direct Costs - Particularly any proposed items of equipment or facilities. Equipment and facilities generally must be furnished by the contractor/Applicant (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.).

Budget Justification: 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.

FORM: SF-LLL DISCLOSURE OF LOBBYING ACTIVITIES

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."

3. Submission Dates and Times

Timeline for Review:

We request that submissions be submitted by **August 26, 2024 2:00 PM PDT**. This opportunity will remain until an investigator team is selected. Submissions received after **August 26, 2024 2:00 PM PDT** will be deemed "late" and may or may not be considered. Please submit requests for information/questions no later than **August 19, 2024 2:00 PM PDT**.

For applications submitted through Grants.gov and handling of late applications:

After an application is submitted through Grants.gov, the Authorized Organization Representative (AOR) will receive a series of three e-mails. It is extremely important that the AOR watch for and save each of the e-mails. You will know that your application has reached NAVFAC SW when the AOR receives e-mail Number 3. You will need the Submission Receipt Number (e-mail Number 1) to track a submission. The three e-mails are:

Number 1 – The applicant will receive a confirmation page upon completing the submission to Grants.gov. This confirmation page is a record of the time and date stamp for the submission.

Number 2 – The applicant will receive an e-mail indicating that the application has been validated by Grants.gov within a few hours of submission. (This means that all of the required fields have been completed.)

Number 3 – The third notice is an acknowledgment of receipt in e-mail form from the designated agency within ten days from the application due date. For applications the e-mail is sent to the authorized representative for the institution. The e-mail for applications notes that the application has been received and provides the assigned tracking number. Hard copy submissions will receive only e-mail number 3.

Late Applications may be accepted.

4. Funding Restrictions

Reimbursement of pre-award cost will [] or will not [x] be allowed.

5. Other Submission Requirements

Applications may be submitted electronically through Grants.gov (see note 1 below) or direct email to: Kevin Magennis kevin.e.magennis.civ@us.navy.mil

NOTE 1 - Registration Requirements for Grants.gov: There are several one-time actions an organization must complete in order to submit an application through Grants.gov (e.g., obtain a Unique Entity ID (UEI) number, register with the credential provider, and register with Grants.gov). See http://grants.gov/applicants/get_registered.jsp to begin this process. Applicants, who are not registered with Grants.gov, should allow at least 21 days to complete these requirements. It is suggested that the process be started as soon as possible.

Customer Support: Questions relating to the registration process, system requirements, how an application form works, or the submittal process must be directed to Grants.gov at 1-800-518-

4726 or support@grants.gov. The Contact Center is open from 7:00 a.m. to 9:00 p.m. Eastern time, Monday through Friday, except federal holidays, to address Grants.gov technology issues. If you are experiencing difficulties with your submission it is best to call the customer support desk and get a case number. The case number will assist the NAVFAC SW with tracking your issue and provide background information on the issue.

VERY IMPORTANT – Download Adobe Acrobat Reader: Adobe Reader is available for free to download from the Download Software page http://grants.gov/help/download_software.jsp.

V. Application Review Information

All requirements listed are minimum requirements. Information provided must be recent (within last seven (7) years) and relevant. Applicants will be assessed on their ability to adhere to the listed requirements, 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.

Factor 1 - Credentials of Key Personnel

The Recipient and any project personnel must be able to conduct all duties that will meet the objectives in this Agreement. Written documentation of experience (resumes and/or publication record) shall be submitted in order to demonstrate that minimum requirements for the Key Personnel have been met. Documentation may not exceed two pages per person.

- A. Principal Investigator: The Recipient shall designate one person as responsible for ensuring that provisions are in place, project and personnel supervision, quality control and meeting of reporting requirements are met on a daily basis. This person shall have, at a minimum:
- 1) A Master's Degree in Biology or related science. Identify the source of the degree.
 - 2) At least 10 years of previous work or research experience on Southern California avian species, including gnatcatcher, least Bell's vireo (*Vireo bellii pusillus*; vireo) and southwestern willow flycatcher (*Empidonax traillii extimus*; flycatcher), and their habitats.
- B. Research Associate(s): The Recipient shall designate one or more people as responsible for assisting the principal investigator. The person(s) shall have at a minimum:
- 1) A Bachelor's Degree in Biology or related science. Identify the source of the degree.
 - 2) At least 2 years of work or research experience on Southern California species, including for avian species: gnatcatcher, vireo, flycatcher, for amphibians: spadefoot toad, for invertebrates: Quino, Monarch, and Hermes, for flora: willow monardella and milkweed and their habitats.

At least 2 years of experience conducting US Fish and Wildlife Service protocol surveys for gnatcatcher, vireo and/or flycatcher.

Factor 2 – Scientific Approach

Not to exceed 5 pages, the Offeror shall develop an outline for their approach to addressing the anticipated work on MCAS Miramar stated above and in Enclosure 1. The Offeror shall be evaluated as to the soundness of the overall approach and use of any innovative techniques to accomplish project objectives.

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 years as listed within the statement of work. Please submit proposed budget form for each of 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).

RELATIVE IMPORTANCE OF EVALUATION FACTORS – All factors are of equal importance.

2. Review and Selection Process

Every deviation from the statement of objectives requirement must be identified. Proposer must identify the paragraph in the statement of objectives that is applicable and provide sufficient information to justify why the deviation is in the best interest of the government.

All requirements listed are minimum requirements. Applicants 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 one-sided pages.

VI. Award Administration Information

1. Award Notices

The notice of award addressed to the successful applicant and signed by the Grants Officer (or equivalent) will be forwarded via electronic transmission. Original copies of the Agreement will

be enclosed for the successful applicant's signature and return for the Grants Officer's counter signature.

2. Administrative and National Policy Requirements

The Terms and Conditions are posted as a separate document.

3. Reporting

Reports/submittal information including frequency and means of submission are contained in the Statement of Objectives, posted as a separate document

VII. Agency Contact(s)

All questions relating to this announcement shall be referred to:

Kevin Magennis, Grants Officer
Naval Facilities Engineering Systems Command Southwest
Environmental Conservation and Compliance Acquisition
750 Pacific Highway
San Diego, CA 92132
Email: kevin.e.magennis.civ@us.navy.mil
Phone Office: 619-705-5566

VIII. Other Information

The cost of preparing applications and/or proposals in response to this announcement is not considered an allowable direct charge to any award made under this funding opportunity. The Government is not obligated to make any award as a result of this announcement. Only the Grants Officer can bind the Government to the expenditure of funds.