

BAA ANNOUNCEMENT NO. N40080-21-2-0005

BROAD AGENCY ANNOUNCEMENT (BAA)

NAVAL FACILITIES ENGINEERING COMMAND WASHINGTON

PROPOSED STRATEGY FOR A COOPERATIVE AGREEMENT

For

SHORELINE STABILIZATION

NAVAL SUPPORT ACTIVITY ANNAPOLIS

CARR CREEK, ANNAPOLIS, MARYLAND

DATED 7/8/21

This publication constitutes a Broad Agency Announcement as contemplated in the DoD Grants and Agreement Regulations (DODGARS) 22.315. Additional information regarding this announcement will not be issued.

The issuing office will not issue paper copies of this announcement. The Naval Facilities Engineering Command Washington reserves the right to select and fund for award one proposal in response to this announcement. No funding shall be provided for direct reimbursement of proposal development costs. Technical and cost proposals (or any other material) submitted in response to this BAA will not be returned. All proposals will be treated as sensitive information. Their contents will only be disclosed for the purposes of evaluation.

It is anticipated that award will take the form of a Cooperative Agreement. Therefore, all proposals submitted as a result of this announcement will fall under the purview of (a) the Federal statute authorizing this award, or any other Federal statutes directly affecting the performance of this Cooperative Agreement and (b) Department of Defense Grants and Agreements Regulations (DODGARS).

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SECTION I- - GENERAL INFORMATION/FUNDING OPPORTUNITY DESCRIPTION

Technical:

Naval Facilities Engineering Command, Washington
1314 Harwood Street, SE
Building 212, Washington Navy Yard
Washington, DC 20374-5018

Issuing Grants Office:

Naval Facilities Engineering Command, Washington
1314 Harwood Street, SE
Building 212, Washington Navy Yard
Washington, DC 20374-5018

1. Program Name

Natural Resources Management

2. Opportunity Title

SHORELINE STABILIZATION NAVAL SUPPORT ACTIVITY ANNAPOLIS
CARR CREEK, ANNAPOLIS, MARYLAND

3. BAA Number

N40080-21-2-0005

4. Response Date

Full proposals are due no later than **2:00PM EST on 24 August 2021**

5. Opportunity Description

a. Background / Program Purpose and Plan

The proposed action is needed because areas within Carr Creek are significantly eroding, resulting in vertical embankments, threats to infrastructure, and degradation of water quality. While there are many areas along the Greenbury Point shoreline in need of repair and stabilization, the areas identified in the report for Carr Creek designate areas where low impact shoreline restoration is feasible to restore and stabilize portions of the creek. The primary reasons for bank instability and erosion are: tree falls along the bank of the creek, fetch, wave action, slope saturation, falling trees dislodging chunks of soils, erosion from loss of vegetation due to deer foot traffic and burrowing animals. The previous wetland delineation was completed in 2013 that needs updating due to the change in Clean Water Act definitions and to support mission planning on Greenbury Point. Also, wetland delineations are a program requirement and are planned in the INRMP.

The shores of Carr Creek have been occupied since at least 5,500 B.C. through present day (Goodwin 2000). The early colonial site of “Towne Point at Severn”, (18AN944) which was settled in 1649, is

located along Carr Creek. According to the Integrated Cultural Resources Management Plan (ICRMP) there are multiple locations along Carr Creek that may need archaeological evaluation. As part of the Environmental Assessment (EA), consultation was completed with the Maryland Historical Trust (MHT) for the North Severn Shoreline. In a letter dated July 21, 2015 (Appendix B-103 in the EA), MHT determined there would be No Adverse Effect to archaeological sites in Carr Creek provided an Archaeological Site Protection plan is submitted to MHT for review and concurrence.

The purpose of the Agreement is to design and obtain permitting for shoreline stabilization measures at Reach E, E1, G, and P, and to construct shoreline stabilization measures for approximately 115 linear feet of Reach E1 that will provide structural repair and erosion prevention measures at NSA Annapolis Carr Creek.

Options for the construction of Reach E, G and Reach P may be exercised at the discretion of the Navy. This will include a wetland verification/delineation on Greenbury Point. The wetland delineation shall consist of a review and verification of mapped wetlands on Greenbury Point with a walk through to identify any changes in wetland characteristics. The shoreline work shall include all necessary measures to meet the intent of the restoration and stabilization efforts to reduce erosion, and to restore riparian habitat. These measures will include installing shoreline erosion control measures with native species plantings. Specifically, the work shall enforce the structural stability along the indicated shoreline. In addition, the Cooperator shall obtain the necessary Federal, local, and State permits to facilitate the implementation of log sill, rock sill, log toe and marsh creation options to provide for structural integrity of the specified shoreline at NSA Annapolis Carr Creek. An EA was completed for the entire proposed 28,000 linear feet of stabilization in August of 2015 and a supplemental report the Carr Creek Shoreline Survey and Riparian Habitat Restoration Design Report was completed in 2013. A wetland Jurisdictional Determination for Greenbury Point was last conducted in 2013.

The Scope of Work is provided as **Attachment A-SOW Annapolis Carr Creek Shoreline dated 21 Jun 2021**. The following appendices are included in the scope of work:

Appendix A – Naval District Washington Standards for Geographic Information System (GIS) Deliverables
Appendix C – Vicinity Map
Appendix E – Greenbury Point Wetland JPA and Location Map 2013

The following appendices are provided as attachments to the scope of work; due to the large size of the files:

Attachment B – Appendix B – Naval Support Activity Annapolis North Severn Shoreline EA
Attachment C - Appendix D – Draft Carr Creek Shoreline Survey
Attachment D-Appendix E- RevisedGPJDDdeliverable_part1

6. Sources of Funding

Operations & Maintenance (O&M)

7. Budget: \$358,020.04

The estimated total of the Base Award: \$161,340.88

The estimated total for Options: \$196,679.16

Questions shall be directed to the individual, as specified below, who will direct technical questions to the appropriate technical representative.

Contract Specialist

Ms. Olisha Costa

NAVFAC Washington

1314 Harwood Street, SE

Bldg. 212

Washington Navy Yard, DC 20374

Telephone: (202) 685-1257

Email: olisha.g.costa.civ@us.navy.mil

Technical Point of Contact (TPOC)

Ms. Lisa Dosmann

NAVFAC Washington

1314 Harwood Street, SE

Bldg. 212

Washington Navy Yard, DC 20374

Telephone: (202) 685-3107

Email: lisa.a.dosmann.civ@us.navy.mil

Station Point of Contact (SPOC):

Mrs. Katharine Seguin

NSA Annapolis Natural Resources Manager

58 Bennion Road

Annapolis, Maryland 21402

Telephone: (410) 293-1027

Email: katharine.seguin@navy.mil

Instrument Type

It is anticipated that the award resulting from this announcement will be a cooperative agreement.

8. Additional Information

This BAA is soliciting proposals for Fiscal Year 2021.

SITE VISIT

- (a) An organized site visit has been scheduled for:

Wednesday, 21 July 2021 at 10:00 AM EST

- (b) Participants will be meeting at:

Greenbury Point Nature Center
Bullard Blvd.
Annapolis, MD 21402

Access/Security Requirements:

Individuals planning to attend the site visit will meet at the Greenbury Point Nature Center parking lot. All individuals planning on attending will be escorted by Navy personnel throughout the duration of the site visit.

- a. All visitors must have (2) pieces of valid identification to enter (i.e. State ID/Driver's License).
- b. Please submit a list of attendees who plan to participate in the site visit, including any subcontractors, to: Olisha Costa at olisha.g.costa.civ@us.navy.mil and Paul D'Ornellas at paul.a.dornellas.civ@us.navy.mil no later than **12PM EST on 19 July 2021**.

REQUESTS FOR INFORMATION (RFIs):

All inquiries must be submitted in writing and received by the Contract Specialist by **Friday, July 30, 2021, 2:00 PM EST** in order to permit adequate time to reply to the inquiry. Questions submitted after this date will be answered at the Government's discretion. Submit all questions to olisha.g.costa.civ@us.navy.mil.

Use of the RFI Log template is required. A blank RFI Log is provided as **Attachment E**. Individual replies will not be made to contractors. As answers become available, replies to RFIs will be provided via the RFI Log, which will be uploaded to the Grants.gov website. Numerous updated RFI logs may be provided throughout the procurement process.

SECTION II- AWARD INFORMATION

1. Anticipated Award Information

Fiscal Year 2021

2. Number of Awards

Approximately one (1).

3. Award Type

Cooperative Agreement.

4. Anticipated Period of Performance:

This Agreement will include a Base Year and three Options. The estimated period of performance for the base year is 18 months after award of the Cooperative Agreement (CA). The estimated final completion date if all options are exercised is 42 months after award of the CA. The Government intends to evaluate Options 1-3 and has included the provision FAR 52.217-5, Evaluation of Options (JUL 1990) in SECTION VIII of the BAA.

The three Options may be exercised within 12-months from award of the Cooperative Agreement (depending on the availability of funds). In accordance with FAR 52.217-5, evaluation of options will not obligate the Government to exercise the option(s).

5. Range of Approval/Disapproval Time

Form proposals are reviewed and selected within six months from submission. Subsequent awards are usually made within three months from notification. This information is only an approximate estimate and does not obligate the US Government in any way. Estimated funding amounts may increase or decrease at any time based on current and future appropriations.

SECTION III- ELIGIBILITY INFORMATION

Pursuant to Sikes Act Section 670c-1(a), States, local governments, Indian tribes, nongovernmental organizations, and individuals are eligible to apply.

SECTION IV- APPLICATION AND SUBMISSION INFORMATION

1.0 Address to Request Application Package. The complete funding opportunity announcement, application forms, and instructions are available for download at Grants.gov. NAVFAC Washington is not responsible for any loss of internet connectivity or for an applicant's inability to access documents posted at the referenced website.

The administrative point of contact is:

Olisha Costa, olisha.g.costa.civ@us.navy.mil

2.0 Content and Form of Application Submission. All mandatory forms and any applicable optional forms must be completed in accordance with the instructions on the forms and the additional instructions below.

2.1 SF 424, Application for Federal Assistance. Applicants must submit the appropriate Standard Form-424, Application for Federal Assistance. All of the required application forms are available on the “Packages” tab of this Funding Opportunity on Grants.gov. The SF-424, Application for Federal Assistance, must be complete, and signed and dated. Please note: Enter only the amount requested from this Federal program in the “Federal” funding box on the SF-424 Application form. Include any other Federal sources of funding in the “Other” box, and provide details on those Federal source(s) and funding amount(s) in the required Budget Narrative (see the “Budget Narrative” section below).

2.2 SF 424 A, Budget Information for Non-Construction Programs. Applicants must submit SF-424A, Budget Information for Non-Construction Programs as applicable to the project. All of the required application forms are available on the “Packages” tab of this Funding Opportunity on Grants.gov. Please note: Display funds requested from this Federal program separately from any other Federal sources of funding. In the “Budget Summary” section, use the first row for funding requested from this Federal program. Use subsequent row(s) for other Federal funding. Enter each Federal program’s CFDA number(s) in the corresponding fields on the form. The CFDA number(s) for this Federal program appears on the first page of this Funding Opportunity Announcement.

2.2.1 Project Narrative. Applicants are required to submit an application project narrative which will be the primary basis on which NAVFAC Washington will determine the capability of the applicant to perform this work. The project proposal must be no longer than 20 pages, with a font size no smaller than 11-point and have at least one (1) inch margins on all sides. The 20-page limit includes all text, figures, references, and vitae, but does not include the Budget details and narrative.

The project narrative shall be specific, complete, thorough, clear and concise, and must address each requirement stated in this Section. The narrative shall not merely offer to comply with the Government's requirements by simply restating them but shall specifically describe the means of accomplishment.

Unnecessary elaboration or other presentations beyond that sufficient to present a complete and effective narrative are not desired and may be construed as an indication of the applicant’s lack of cost consciousness. Elaborate artwork, expensive paper or bindings, and expensive visual or other presentation aids (with the exception of technical drawings and figures) are neither necessary nor desired. The narrative shall contain all the pertinent information in sufficient detail in the one area of the narrative where it contributes most critically to the discussion. When necessary, the applicant shall refer to the initial discussion and identify its location within its narrative.

Overall Arrangement of the Project Narrative shall consist of the following:

2.2.2 Technical Volume I. Applicants shall include the following information in the Technical Volume.

2.2.2.1 Criterion#1: Project Goals and Objectives. Provide a program description illustrating how the applicant plans to achieve the goals and objectives of the specific tasks outlined in the scope of work. Applicant shall provide a discussion of the nature and scope of the proposed technical approach.

2.2.2.2 Criterion#2: Qualification of Key Personnel. Applicant shall identify the education, professional training, technical skills, and work experience of key personnel that will be utilized on this project. All key personnel identified in the application are required to have a resume. Discuss the capability of the proposed team to address all aspects of the proposed work.

2.2.2.3 Criterion#3: Past Performance. Using **Attachment F**, provide references for up to two past projects of similar size and scope performed within the last five years – No more than one page per reference. Applicants with no prior past performance experience shall provide a statement in their proposal to that effect. The lack of recent and relevant past performance information will result in the assignment of a neutral rating (i.e. neither favorable nor unfavorable) for this criterion.

2.2.3 Budget Volume II. The applicant shall ensure that the information submitted in this volume is consistent with and fully supports the amounts set forth in SF 424A. Provide budget details and a narrative to present the breakdown of your estimated costs, by category, needed to accomplish project activities. Provide details using Microsoft Excel and include working formulas to substantiate how the SF-424 Budget Information and Object Class Category totals were determined. Also, describe any item of cost that requires prior approval under the Federal cost principles. See [2 CFR §200.407](#) “Prior written approval (prior approval)” for more information.

Budget items must be reasonable, allowable, allocable, and necessary to the supported activity. Refer to [2 CFR §200](#), for applicable administrative requirements and cost principles. The budget narrative submitted with the application must match the dollar amounts on all required forms. The budget details should include the following, if applicable:

2.2.3.1 Personnel (Direct Labor). For personnel labor costs, detail the numbers of labor hours for each personnel labor category and identify the applicable labor rates. The source of labor rates shall be identified. If

rates are estimated, please provide the historical data used and clearly identify all escalation rates applied to derive the proposed rates.

2.2.3.2 Fringe Benefit Rates. The source of the fringe benefit rate shall be identified.

2.2.3.3 Travel. Travel must be justified and related to the needs of the project. Identify the number of trips, destination, duration and purpose. Travel costs should be broken out by trip with number of traveler, airfare, per diem, lodging, etc.

2.2.3.4 Materials/Equipment. List all material/equipment items by type and kind with associated costs and advise if the costs are based on vendor quotes and/or engineering estimates; provide copies of vendor quotes and/or catalog pricing data. If equipment purchased previously with Federal funds is available for the project, provide a list of that equipment and identify the Federal funding source.

2.2.3.5 Sub-recipient costs. Submit all sub-recipient/subrecipient proposals and analyses. If the sub-recipient or subrecipient will not submit cost information directly to the pass-through entity, this information must be submitted directly to the Government for analysis. For all sub-recipients/subrecipients, provide the method of selection used to determine the sub- recipient/subrecipient.

2.2.3.6 Indirect Costs. Identify the type of indirect rate proposed, the percentage and the total indirect cost amount. Provide a copy of the negotiated indirect rate agreement (NICRA) with cognizant audit agency for the applicant or the program, if applicable, to support the requested indirect rate(s). If the applicant does not currently hold a NICRA, describe the current status of the organization's request for such an agreement with its cognizant agency.

In accordance with 2 CFR §200.414(f), any non-Federal entity that has never received a NICRA, except for those non-Federal entities described in Appendix VII to 2 CFR §200, may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC) which may be used indefinitely.

2.2.3.7 Additional Budget Details. Estimated costs must be documented in sufficient detail to determine reasonableness.

Applicants must ensure that no Federal or non-Federal grant or cooperative agreement funds will be expended for in-kind goods or services, for purposes of providing transportation, travel, and other expenses for any Federal employee.

Lump sum costs are not acceptable in any category, without a detailed breakdown of how the cost were derived. Profit or fees are

not allowable.

3.0 Unique Entity Identifier and System for Award Management (SAM). Each applicant (unless an individual or Federal awarding agency that is excepted from those requirements under 2 CFR §25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR §25.110(d)) is required to:

3.1 Be registered in SAM before submitting its application;

3.2 Provide a valid unique entity identifier in its application; and

3.3 Continue to maintain an active SAM registration with current information at all times during an active Federal award or an application or plan under consideration by a Federal awarding agency.

The Federal awarding agency may not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Federal awarding agency is ready to make a Federal award, the Federal awarding agency may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

4.0 Single Audit Reporting Statement. All U.S. states, local governments, federally recognized Indian tribal governments, and non-profit organizations expending \$750,000 USD or more in Federal award funds in the applicant's fiscal year must submit a Single Audit report for that year through the Federal Audit Clearinghouse's Internet Data Entry System. U.S. state, local government, federally recognized Indian tribal government, and non-profit applicants must state if your organization was or was not required to submit a Single Audit report for the most recently closed fiscal year. If your organization was required to submit a Single Audit report for the most recently closed fiscal year, provide the EIN associated with that report and state if it is available through the Federal Audit Clearinghouse website.

5.0 Disclosure of Lobbying Activities. Applicants and recipients must not use any federally appropriated funds (annually appropriated or continuing appropriations) or matching funds under a Federal award to pay any person for lobbying in connection with the award. Lobbying is influencing or attempting to influence an officer or employee of any U.S. agency, a Member of the U.S. Congress, an officer or employee of the U.S. Congress, or an employee of a Member of the U.S. Congress connection with the award. Applicants and recipients must complete and submit the [SF-LLL, Disclosure of Lobbying Activities](#) if the Federal share of the proposal or award is more than \$100,000 and the applicant or recipient has made or has agreed to make any payment using non- appropriated funds for lobbying in connection with the application or award. The SF- LLL form is available on the "Packages" tab of this Funding Opportunity on Grants.gov. [See 43 CFR §18.100](#) for more information on when additional submission of this form is required.

6.0 Applicants must submit the following documents and forms (CHECKLIST):

Form Name and Number	☐
SF-424 Application for Federal Assistance, Signed (Required)	
SF-424A Budget Information – Non-Construction Programs (Required)	
Project Narrative – (Required)	
Budget Details and Narrative (Required)	
Negotiated Indirect Cost Rate Agreement (NICRA) (when applicable)	
Single Audit Reporting Statement (when applicable)	
SF-LLL, Disclosure of Lobbying Activities (when applicable)	
Past Performance – Attachment F (Required)	

NOTE: Failure to provide complete information may cause delays, postponement, or rejection of the application.

7.0 Intergovernmental Review. Prior to application submission, U.S. state and local Government applicants should visit the OMB Office of Federal Financial Management website and view the “State Point of Contact (SPOC) List” to determine whether their application is subject to the state intergovernmental review process under Executive Order (E.O.) 12372 “Intergovernmental Review of Federal Programs.” States not on the list do not participate in the intergovernmental review process, and therefore do not have a SPOC.

If you are located within a State that does not have a SPOC, you may send application materials directly to a Federal awarding agency. If your state is on the list, contact the designated entity for more information on the state’s prior review requirements for Federal assistance applications.

8.0 Funding Restrictions. This federal award will not allow reimbursement of pre-Federal award costs.

9.0 A complete application shall be received **NO LATER THAN 2:00PM EST, 24 August 2021.** Applications received on www.grants.gov or by the Grants Specialist after the due date and time will not be accepted or reviewed.

10.0 Submission Instructions. Applications may be submitted by e-mail.

10.1 Email. Format all documents to print on Letter (8 ½ x 11”) paper. **E-mail proposal to:**
olisha.g.costa.civ@us.navy.mil

10.2 Internet. Applicants are not required to submit proposals through Grants.gov. However, if applications are submitted via the internet, applicants are responsible for

ensuring that their Grants.gov proposal submission is received in its entirety. The Government bears no responsibility for data errors resulting from transmission of conversion processes associated with electronic submissions. The Government will bear no responsibility for delays in submissions due to technical difficulties at or with the <http://www.Grants.gov> website.

All applicants choosing to use Grants.gov to submit proposals must be registered and have an account with Grants.gov. It may take up to three weeks to complete Grants.gov registration. Information on grants.gov registration and submission of an application through grants.gov is provided below:

1. Register with Grants.gov

Applicants must first register an account with Grants.gov and complete all steps of the registration process before they can apply through Grants.gov. Grants.gov registration requires the entity to create an account, create an account profile, and establish authorized profile roles, including the applicant's authorized representative. Registration can take three to five business days or longer, if you do not complete the required steps in a timely manner.

2. How to Submit an Application to NAVFAC Washington via Grants.gov

Grants.gov applicants can apply online using Workspace. Workspace is a shared, online environment where members of a grant team may simultaneously access and edit different webforms within an application. For each funding opportunity announcement (FOA), you can create individual instances of a workspace.

Below is an overview of applying on Grants.gov. For access to complete instructions on how to apply for opportunities, refer to:

<https://www.grants.gov/web/grants/applicants/apply-for-grants.html>

- 1) Create a Workspace: Creating a workspace allows you to complete it online and route it through your organization for review before submitting.

- 2) Complete a Workspace: Add participants to the workspace, complete all the required forms, and check for errors before submission.

- a. Adobe Reader: If you decide not to apply by filling out web forms you can download individual PDF forms in Workspace so that they will appear similar to other Standard or [INSERT AGENCY NAME] forms. The individual PDF forms can be downloaded and saved to your local device storage, network drive(s), or external drives, then accessed through Adobe Reader.

NOTE: Visit the Adobe Software Compatibility page on Grants.gov to download the appropriate version of the software at:
<https://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html>

b. Mandatory Fields in Forms: In the forms, you will note fields marked with an asterisk and a different background color. These fields are mandatory fields that must be completed to successfully submit your application.

c. Complete SF-424 Fields First: The forms are designed to fill in common required fields across other forms, such as the applicant name, address, and DUNS number. 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.

3) Submit a Workspace: An application may be submitted through workspace by clicking the Sign and Submit button on the Manage Workspace page, under the Forms tab. Grants.gov recommends submitting your application package at least 24-48 hours prior to the close date to provide you with time to correct any potential technical issues that may disrupt the application submission.

4) Track a Workspace: After successfully submitting a workspace package, a Grants.gov Tracking Number (GRANTXXXXXXXX) is automatically assigned to the package. The number will be listed on the Confirmation page that is generated after submission.

For additional training resources, including video tutorials, refer to:
<https://www.grants.gov/web/grants/applicants/applicant-training.html>

Applicant Support: Grants.gov provides applicants 24/7 support via the toll-free number 1-800- 518-4726 and email at support@grants.gov. (Foreign applicants should contact 1-606-545-

5035.) For questions related to the specific grant opportunity, contact the number listed in the application package of the grant you are applying for.

If you are experiencing difficulties with your submission, it is best to call the Grants.gov Support Center and get a ticket number. The Support Center ticket number will assist ONR with tracking your issue and understanding background information on the issue.

Timely Receipt Requirements and Proof of Timely Submission

a. Online Submission.

All applications must be received by **2:00PM EST on 24 August 2021**. Proof of timely submission is automatically recorded by Grants.gov. An electronic date/time stamp is generated within the system when the application is successfully received by Grants.gov. The applicant AOR will receive an acknowledgement of receipt and a tracking number (GRANTXXXXXXXXX) from Grants.gov with the successful transmission of their application. Applicant AORs will also receive the official date/time stamp and Grants.gov

SECTION V APPLICATION REVIEW INFORMATION

1.0 In accordance with DoDGARS 22.315(c), an impartial peer review will be conducted. All applications will be reviewed using the criterion listed below.

1.1 Criterion. The following criterion shall serve as the standard against which any response to this announcement will be evaluated.

1.1.1 Initial Review. The Government will perform an initial review to determine that the applicant is (1) eligible in accordance with Section III of the announcement; (2) all information required by Section IV has been submitted; and (3) all mandatory requirements are satisfied. Applications meeting all criterion in the initial review will be forwarded for Merit and Budget Reviews. The Contracting Officer will promptly notify applicants who fail the initial review.

1.1.2 Merit Review. Applicants in the merit review will be evaluated based on the applicant's ability to meet the goals and objectives, identify key project personnel with the experience and qualification needed to execute the requirements, and demonstrate the ability to successfully and satisfactorily meet the requirements based on recent and relevant past performance. The tradeoff process is selected as appropriate for this acquisition.

The Government considers it to be in its best interest to allow consideration of award to other than the lowest priced offeror or other than the highest technically rated offeror. Each criterion will be rated individually and are of equal importance. All criterion when combined are approximately equal to price. Each proposal will be given a combined Technical Merit overall rating.

During the review of the Technical Merits, the applications will be evaluated on the strengths and weakness for each merit review criterion and rated using the following adjectival rating scale (see table below) to classify the merits and risks of each applicant.

ADJECTIVAL RATINGS FOR TECHNICAL MERIT REVIEW

Rating	Description
Outstanding	Application demonstrates an exceptional technical approach to understanding the goals and objectives of the requirements. Application is exceptional in identifying experienced and qualified key personnel. Past performance effort involved is the same scope and magnitude of effort and complexities of the current requirements. Application contains multiple strengths, and risk of unsuccessful performance is low.
Good	Application demonstrates a thorough technical approach to understanding the goals and objectives of the requirements. Application is good in identifying experienced and qualified key personnel. Past performance effort involved is essentially the same scope and magnitude of effort and complexities of the current requirements. Application contains at least one strength, and risk of unsuccessful performance is low to moderate.
Acceptable	Application demonstrates an adequate technical approach to understanding the goals and objectives of the requirements. Application meets the requirement for identifying experienced and qualified key personnel. Past performance effort involved similar scope and magnitude of effort and complexities of the current requirements. Risk of unsuccessful performance is no worse than moderate.
Marginal	Application has not demonstrated an adequate technical approach to understanding the goals and objectives of the requirements. Application does not meet the requirement for identifying experienced and qualified key personnel. Past performance effort involved some of the scope and magnitude of effort and complexities of the current requirements. Risk of unsuccessful performance is high.
Unacceptable	Application failed to demonstrate a technical approach to understanding the goals and objectives of the requirements. Application failed to meet the requirement for identifying experienced and qualified key personnel. Past performance effort involved little or none of the scope and magnitude of effort and complexities of the current requirements. Contains one or more deficiencies, and/or risk of unsuccessful performance is unacceptable. Application is unawardable.

1.1.3 Budget Review. This agreement will be 100% NAVFAC Washington funded and the applicant's budgets will be reviewed to ensure proposed costs are allowable and allocable to this project. A cost

analysis will be conducted to determine if the applicant's budget is reasonable and realistic and if the applicant demonstrates the ability to comply with all financial regulatory requirements and financing reporting. Costs associated with the requirements must be in accordance with 2 CFR §200, Cost Principles.

1.2 Review and Selection Process.

Selection decisions will be made by the Selection Official following an evaluation of application responses based on the criterion listed in this Section of the announcement. The application will be evaluated by the Contracting Officer. The applications will be subject to a full review with due regard for conflict of interest and protection of information. Award will be made to the responsive, responsible applicant that conforms to the funding opportunity and is most advantageous to the Government considering the evaluation criterion.

Applicants who receive a rating of "Marginal" or "Unacceptable" in any factor is ineligible for award. Applicants who do not submit the proposal in accordance with the submission instructions are also ineligible for award. Results of the review will be summarized and presented to the selection official for final decisions.

1.3 Anticipated Award Date.

Announcement Issue Date	08 July 2021
Application Due Date:	24 August 2021
Estimated Award Date:	07 September 2021

SECTION 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. Reporting

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

SECTION VII-AGENCY CONTACTS

Questions shall be directed to the individual, as specified below, who will direct technical questions to the appropriate technical representative.

Contract Specialist
Ms. Olisha Costa
NAVFAC Washington
1314 Harwood Street, SE
Bldg. 212
Washington Navy Yard, DC 20374
Telephone: (202) 685-1257
Email: olisha.g.costa.civ@us.navy.mil

Technical Point of Contact (TPOC)

Ms. Lisa Dosmann
NAVFAC Washington
1314 Harwood Street, SE
Bldg. 212
Washington Navy Yard, DC 20374
Telephone: (202) 685-3107
Email: lisa.a.dosmann.civ@us.navy.mil

Station Point of Contact (SPOC):

Mrs. Katharine Seguin
NSA Annapolis Natural Resources Manager
58 Bennion Road
Annapolis, Maryland 21402
Telephone: (410) 293-1027
Email: katharine.seguin@navy.mil

SECTION VIII-PROVISIONS AND CLAUSES

The following provisions/clauses may be applicable to this Cooperative Agreement:

#	Provision/Clause
52.204-24	Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment (Oct 2020)
52.204-25	Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Aug 2020)
52.204-7	System for Award Management (Oct 2018)
52.204-13	System for Award Management Maintenance (Oct 2018)
52.209-5	Certification Regarding Responsibility Matters (Aug 2020)
52.217-5	Evaluation of Options (July 1990)
52.217-7	Option for Increased Quantity-Separately Priced Line Item (Mar 1989)
52.217-9	Option to Extend the term of the Contract (Mar 2020)

SECTION IX-TERMS AND CONDITIONS

COOPERATIVE AGREEMENT TERMS AND CONDITIONS (SEPT 2006 Rev 2)

DoDGARs Part 22: http://www.dtic.mil/whs/directives/corres/pd32106r_041398/part22.pdf

DoDGARs Part 32:

http://www.dtic.mil/whs/directives/corres/pdf/32106r_041398/part32.pdf

OMB Circulars:

<http://www.whitehouse.gov/omb/circulars/>

ARTICLES

1. **Order of Precedence**
2. **Statutes and Regulations**
3. **Cost Principles and Audit ***
4. **Record Retention and Access Requirements ***
5. **Modification of Cooperative Agreement**
6. **Prior Approvals and Changes**
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19. **Profit or Fee ***
20. **Claims, Disputes, and Appeals ***
21. **Controlled Unclassified Information**
22. **Debarment and Suspension ***
23. **Drug Free Workplace ***
24. **Standards for Financial Management Systems ***
25. **Payment ***
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27. **Property ***
28. **Reports ***
29. **Termination and Enforcement ***
30. **After-Award Requirements ***
31. **Cost Share or Match ***
32. **Resource Conservation and Recovery Act**

* Refer to DoDGARS, Part 22, appendices A-C for applicable modifications and requirements.

1. Order of Precedence

This Cooperative Agreement is subject to the laws and regulations of the United States. Any inconsistency or conflict in the terms and conditions specified in this Cooperative Agreement shall be resolved according to the following order of precedence:

- (a) The Federal statute authorizing this award, or any other Federal statutes directly affecting performance of this Cooperative Agreement.
- (b) Department of Defense Grant and Assistance Regulations (DoDGARs) 32 CFR Part 32, Administrative Requirements for Grants and Agreements With Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.
- (c) These General Terms and Conditions.
- (d) Other terms and conditions contained within this Cooperative Agreement and any attached schedules.

2. Statutes and Regulations

This Cooperative Agreement is subject to the laws and regulations of the United States that apply to assistance instruments including Chapter 63 of U.S. Code Title 31. DoDGARs Part 32 is hereby incorporated into this Cooperative Agreement by reference. The following OMB circulars, as appropriate, are also incorporated by reference into this Cooperative Agreement:

- (a) A-21, "Cost Principles for Educational Institutions"
- (b) A-110, "Grants and Cooperative Agreements for Institutions of Higher Learning"
- (c) A-133, "Audits of State, Local Governments, and Non-Profit Organizations"

3. Cost Principles and Audit

DoDGARS Part 32, Uniform Administrative Requirements for Grants and Cooperative Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations and the OMB Circulars below apply specifically to the Cooperator. The Cooperative Agreement shall be consistent with these authorities:

- (1) A-21, "Cost Principles for Educational Institutions"
- (2) A-133 "Audits of States, Local Governments, and Non-Profit Organizations"

Cooperator shall submit a copy of OMB Circular A-133 audit reports to the agency Inspector General (IG) and to DoD (IG).

4. Record Retention and Access Requirements

All financial and programmatic records, supporting documents, statistical records, and other

records of Cooperators or sub-Cooperators which are:

(i) Required to be maintained by the terms of this part, program regulations or the cooperative agreement, or

(ii) Otherwise reasonably considered as pertinent to program regulations or the cooperative agreement.

5. Modification of Cooperative Agreement

The only method by which this Cooperative Agreement can be modified is by a formal, written and signed modification. Administrative modification(s) to the Cooperative Agreement may be accomplished unilaterally by the signature of designated Cooperative Agreement Administrative Representative or Awarding Officer. Changes to the express clauses or terms of the Cooperative Agreement affecting price, quality, quantity or delivery of the Cooperator's acts or omissions in performing the Scope of Work shall be the subject of a bilaterally executed modification. No other communications, whether oral or in writing, shall modify this Cooperative Agreement.

6. Prior Approvals and Changes

Any program changes to the approved project must comply with DoDGARS Subpart 32.25, Revision of Budget and Program Plans, for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.

7. Allowable Costs

Cooperative agreement funds may be applied only to those costs allowed under DoDGARS Subpart 32.27, Allowable Costs, for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations and OMB Circular A-21.

8. Unexpended Balance

In the absence of any specific notice to the contrary, Cooperators are authorized to carry forward unexpended balances of funds received to subsequent funding periods.

9. Overpayment and Earned Interest

Overpayment. Within ninety (90) days after the end date of the Cooperative Agreement, any overpayment of funds shall be remitted to the Administrative Grants Officer (AGO) at the Administrative Office on the Award/Modification document, by check made payable to the Naval Facilities Engineering Command. An overpayment represents the difference between allowable actual expenditures and total disbursements received by the Cooperator.

Advances and Earned Interest. Interest earned on any account holding funds advanced under this Cooperative Agreement shall be remitted at least quarterly to the Naval Facilities

Engineering Command, 1322 Patterson Ave. S.E., Washington, D.C. 20374-5065, by check made payable to the Treasury of the United States.

10. Future Funding

The Government's legal funding obligation is limited to the amount shown as the "Total Obligated on Award," section of the Cooperative Agreement document.

11. Subagreements

Cooperator shall comply with DoDGARS Subpart 32.5, Subawards, for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations in awarding any subagreement.

12. Officials Not to Benefit

No member of or delegate to Congress, or resident commissioner, shall be admitted to any share or part of this Cooperative Agreement, or to any benefit arising from it, in accordance with 41 U.S.C. 22.

13. Hatch Act

The Cooperator agrees to comply with the Hatch Act (5 U.S.C. 1501-1508 and 7324 - 7328), as implemented by the Office of Personnel Management at 5 CFR part 151, which limits political activity of employees or officers of State or local governments whose employment is connected to an activity financed in whole or part with Federal funds.

14. Lobbying

By signing and submitting this proposal, the Cooperator is providing the certification at Appendix A to 32 CFR Part 28 regarding lobbying.

15. Environmental Standards

By accepting funds under this Cooperative Agreement, the Cooperator assures that it will:

(a) Comply with applicable provisions of the Clean Air Act (42 U.S.C. 7401, et seq.) and Clean Water Act (33 U.S.C. 1251, et seq.), as implemented by Executive Order 11738 [3 CFR, 1971-1975 comp., p. 799] and Environmental Protection Agency (EPA) rules at Subpart J of 40 CFR Part 32.

(b) Identify to the Cooperator agency any impact that this agreement may have on:

(1) The quality of the human environment, and provide help the agency may need to comply with the National Environmental Policy Act (NEPA, at 42 U.S.C. 4321, et seq.) and to prepare Environmental Impact Statements or other required environmental documentation. In such cases, the Cooperator agrees to take no action that will have an adverse environmental impact (e.g., physical disturbance of a site such as breaking of ground) until the agency provides written notification of compliance with the environmental impact analysis process.

(2) Coastal barriers, and provide help the agency may need to comply with the Coastal Barriers Resource Act (16 U.S.C. 3501, et seq.), concerning preservation of barrier resources.

(3) Any existing or proposed component of the National Wild and Scenic Rivers system, and provide help the agency may need to comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. 1271, et seq.).

16. Nondiscrimination

By accepting funds under this Cooperative Agreement, the Cooperator assures that it will comply with applicable provisions of the following national policies prohibiting discrimination:

(a) On the basis of race, color, or national origin, in Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et seq.), as implemented by DoD regulations at 32 CFR Part 195

(b) On the basis of race, color, religion, sex, or national origin, in Executive Order 11246 [3 CFR, 1964-1965 Comp., p.339], as implemented by Department of Labor regulations at 41 CFR part 60.

(c) On the basis of sex or blindness, in Title IX of the Education Amendments of 1972 (20 U.S.C. 1681, et seq.).

(d) On the basis of age, in the Age Discrimination Act of 1975 (42 U.S.C. 6101, et seq.) as implemented by Department of Health and Human Services regulations at 45 CFR Part 90.

(e) On the basis of handicap, in Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as implemented by Department of Justice regulations at 28 CFR Part 41 and DoD regulations at 32 CFR Part 56.

17. Cargo Preference

The Cooperator agrees that it will comply with the Cargo Preference Act of 1954 (46 U.S.C. 1241), as implemented by Department of Transportation regulations at 46 CFR 381.7, which require that at least 50 percent of equipment, materials or commodities procured or otherwise

obtained with U.S. Government funds under this cooperative agreement, and which may be transported by ocean vessel, shall be transported on privately owned U.S.-flag commercial vessels, if available.

18. Preference for U. S. Flag Air Carriers

Travel supported by U.S. Government funds under this cooperative agreement shall use U.S.-flag air carriers (air carriers holding certificates under 49 U.S.C. 41102) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974 (49 U.S.C. 40118) and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B138942.

19. Profit or Fee

In accordance with 32 CFR 22.205(b), no fee or profit may be charged to this cooperative agreement.

20. Claims, Disputes, and Appeals

(a) Cooperator Claims.

Per 32 CFR 22.815, any claims arising out of this agreement must be:

- (1) Submitted in writing to the Grants Officer;
- (2) Specify the nature and basis for the relief requested, and;
- (3) Include all data and relevant facts in support of the claim.

(b) DOD Component Claims.

Claims by a DOD Component shall be the subject of a written decision by the Grants Officer.

(c) Alternative Dispute Resolution (ADR).

The Parties shall use ADR to the maximum extent practicable, and comply with 32 CFR 22.815 ADR policies and procedures.

(d) Grants Officer Decisions.

- (1) Within 60 calendar days after receipt of a written claim, the Grants Officer shall:

(a) Prepare a written decision, which shall include: the reasons for the decision; the relevant facts on which the decision is based; and the identity and mailing address of the cognizant

Appeal Authority, and; shall be included in the award file, **or**

(b) Notify the Cooperator of a date when the written decision will be rendered. The notice shall address why additional time is needed.

(2) The Grants Officer's decision is final, unless appealed. In the event of an appeal, the Parties shall endeavor to use ADR procedures to the maximum extent practicable.

(e) Formal Administrative Appeals.

All formal administrative appeals shall comply with the applicable provisions of 32 CFR 22.815(e), Claims, disputes, and appeals.

(1) Appeal Authority. The Assistant Commander for Acquisition is the Appeal Authority to decide formal, administrative appeals under this Grant.

(f) Non-exclusivity of remedies.

Nothing in this section is intended to limit a Cooperator's right to any remedy under the law.

21. Controlled Unclassified Information

The parties understand that information and materials provided pursuant to or resulting from this cooperative agreement may be export controlled, sensitive, for official use only, or otherwise protected by law, executive order or regulation. The Cooperator is responsible for compliance with all applicable laws and regulations. Nothing in this cooperative agreement shall be construed to permit any disclosure in violation of those restrictions.

22. Debarment and Suspension

Cooperators shall comply with the requirements of DoDGARS Part 25, Subpart C, "Government-Wide Suspension and Debarment (Nonprocurement)", 32 CFR Part 25, Subpart C. The Cooperator shall also include a similar term or condition in any lower-tier covered transactions, as required by DoDGARS Part 25, Subpart B, 32 CFR Part 25 (2004).

23. Drug Free Workplace

By accepting funds under this Cooperative Agreement, the Cooperator agrees to comply with the "Government –Wide Drug-Free Workplace (Grants)" requirements specified by DoDGARS Part 26, Subpart B (or Subpart C, if the Cooperator is an individual) of 32 CFR Part 26 (2004), which implements Secs. 5151-5160 of the Drug-Free Workplace Act of 1988 (41 U.S.C. 701, et. seq.).

24. Standards for Financial Management Systems

By accepting funds under this cooperative agreement, the Cooperator agrees to maintain a financial management system that complies with DoDGARS Subpart 32.21.

25. Payment

Cooperator shall submit any request for payment in accordance with 32 CFR 32.22, Payment, for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations. Payment will be made in accordance with 32 CFR 32.22.

For any advance payment the Cooperator must maintain or demonstrate the willingness to maintain the conditions set forth at 33 CFR 33.21 (c). Cooperator is authorized to be paid in advance under the conditions set forth at 33 CFR 32.21(b) - (d).

Reimbursement is the preferred method when the requirements in 32 CFR 33.22(b) cannot be met. The Cooperator is authorized reimbursements under the conditions set forth at 22 CFR 33.32.22(e)–(j) for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.

26. Procurement

Cooperator's system for acquiring goods and services under this Cooperative Agreement shall comply with 32 CFR 32.40-32.48.

27. Property

Title shall vest in, and Cooperator shall manage, property under this cooperative agreement in accordance with 32 CFR 32.2, and 32.30-32.37 for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.

28. Reports

Cooperator shall maintain and submit reports in accordance with 32 CFR 32.50-32.53 for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.

29. Termination and Enforcement

This award is subject to 32 CFR 32.61, Termination, and 32.62, Enforcement, and for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.

30. After-Award Requirements

Closeouts, subsequent adjustments, continuing responsibilities, and collection of amounts due are subject to the requirements in 32 CFR 32.71 - 32.73 for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.

31. Cost Share or Match

Any cost share or cost match agreements shall comply with 32 CFR 32.23 for Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations.

32. Resource Conservation and Recovery

Cooperator shall comply with the requirements contained in 32 CFR 32.49 .

[End of Items]