

FUNDING OPPORTUNITY ANNOUNCEMENT (FOA)

Funding Agency: US Army Corps of Engineers, Alaska District PO Box 6898 JBER AK 99506	Funding Instrument: Cooperative Agreement Funding Opportunity W911KB-22-2-0013 No. CFDA No: 12.005 Program Authority 16 U.S.C. 670c-1 (Sikes Act)
Issue Date: 22 July 2022	Application Due Date: 22 August 2022
Overview: This requirement shall provide technical assistance supporting Commander Navy Region Hawaii (CNRH) and Naval Facilities Engineering Systems Command, Hawaii (NAVFAC HI) who manage lands in Hawaii in accordance with all federal environmental laws and regulations. The overall objective shall be to provide technical support to NAVFAC HI's Environmental compliance branch ensuring compliance to all regulatory requirements of the Hazardous Waste and Munitions/Ordnance compliance programs. This shall be accomplished by identifying potential pollutants and waste streams prior to introducing them to the environment which would compromise the overall quality of the air, water and soil on the Installation and from mitigating onto non-Department of Defense (non-DoD) property. See full Funding Opportunity Description in Section I.	
Estimated Total Funding: \$163,200.00	Estimated Number of Awards: 1
Contents of Full Text Announcement	
I. Funding Opportunity Description	V. Application Review Information
II. Award Information	VI. Award Administration Information
III. Eligibility Information	VII. Agency Contacts
IV. Application Information	VIII. Other Information
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 the Grants Specialist, casandra.a.hutchins@usace.army.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.	

Section I: Funding Opportunity Description

STATEMENT OF WORK

Hazardous Waste Program Support at Joint Base Pearl Harbor – Hickam (JBPHH)

July 2022

Project Ceiling \$163,200

1.0 INTRODUCTION

1.1 Objectives

This Statement of Work (SOW) provides technical assistance supporting Commander Navy Region Hawaii (CNRH) and Naval Facilities Engineering Systems Command, Hawaii (NAVFAC HI) who manage lands in Hawaii in accordance with all federal environmental laws and regulations. The overall objective shall be to provide technical support to NAVFAC HI's Environmental compliance branch ensuring compliance to all regulatory requirements of the Hazardous Waste and Munitions/Ordnance compliance programs. This shall be accomplished by identifying potential pollutants and waste streams prior to introducing them to the environment which would compromise the overall quality of the air, water and soil on the Installation and from mitigating onto non-Department of Defense (non-DoD) property.

The support shall be provided through a cooperative agreement (CA) created by the U.S. Army Corps of Engineers, Alaska District (USACE). This requirement is critical to the continued compliance of the Region's Hazardous and Solid Waste, Pesticides, and Polychlorinated Biphenyl (PCB) Management Programs.

Projects provided for execution under this CA by USACE do not include any functions to be performed that are inherently governmental. This determination is made with the assessment that places emphasis on the degree to which conditions and facts restrict the discretionary authority, decision-making responsibility, or accountability of Government officials using cooperator services or work products.

1.2 Background

This CA is supported through the following documents: Public Law (PL) 101-511, Sec 8120, delegation to Army by memorandum dated 21 April 1994; Title 32 – National Defense, Chapter 1 – Office of the Secretary of Defense, Part 21 – DoD Grants and Agreements (32CFR21.100-315); Title 32 – National Defense, Chapter 1 – Office of the Secretary of Defense, Part 22 – DoD Grants and Agreements – Award and Administrations (32CFR22.100-825); Title 32 – National Defense, Chapter 1 – Office of the Secretary of Defense, Part 32, DoD Administrative Requirements for Grants and Agreements with Institutions of Higher Education Hospitals, and Other Non-Profit Organizations (32CFR32.1-73); OMB Circular A-110; the Sikes Act (16 USC 670 a through f and 10 USC 2668 through 2671), within the purview of Public Law 91-190, National Environmental Policy Act (42 USC 4321, 4331 through 4335, and 4341 through 4347), PL 74-46, (16 USC 590 a.f.), Army Regulation (AR) 200-1, AR 37-27, AR 350-4, and 40 CFR Subpart 265.

2.0 MAJOR REQUIREMENTS

Specifically, the Cooperator shall provide the following:

2.1 NAVFAC HI Environmental Compliance

2.1.1 Hazardous Waste and Pollution Prevention:

- 2.1.1.1. Site environmental compliance inspections (ECI) of all installation shops, activities and tenants which use HM and/or generate hazardous waste (HW) are required using the CNRH Environmental Checklists (ECIC). An inspection report must be completed which shall present data including: identification of areas of non-compliance with the ECIC and recommended corrective actions. The report shall also include the identification of new and existing waste streams, waste accumulation/recycling processes, Resource Conservation Recovery Act (RCRA) compliance, waste minimization opportunities, record keeping and training requirements.
- 2.1.1.2. Support the CNRH P2 program. Procedures and processes shall be reviewed to identify new opportunities and efficiencies to enhance the program towards achieving Department of Defense (DoD) P2 goals. New HW/SW recycling opportunities and equipment purchases shall be researched to include a cost-benefit data analysis as required.
- 2.1.1.3. Provide an annual review with recommendations of the CNRH Hazardous Waste Management Plan (HWMP), ECI, and local policies/instructions to ensure compliance with state/federal regulations.
- 2.1.1.4. A quarterly summary report of the data collected and analyzed shall identify issues, discrepancies or violations and recommended corrective actions. Provide ECI status summary reports at designated meetings quarterly.

2.1.2 Waste Stream Identification and Analysis:

- 2.1.2.1. Assess all waste streams associated with each industrial unit/activity to document waste generation processes and recommend applicable management requirements. Conduct initial characterization/documentation of all waste streams by conducting pre-inspections of all waste pickup requests and submit data to the EV12 for input and processing. Determine if waste generation is process driven or categorized as hazardous material mismanagement and recommend corrective actions.

2.1.3. Hazardous Materials Management:

- 2.1.3.1. Technical review of unit/activity Hazardous Material (HM) Authorized Use Lists (AUL) is required which includes the analyses of existing data collected in the Enterprise Environmental, Safety and Occupational Health Management Information System (EESOH-MIS) Health and extracting chemical constituent data on hazardous materials subject to HM and HW regulations. Safety Data Sheet (SDS) searches of Hazardous Materials are required to properly identify chemical constituents to ensure the most environmentally friendly HM are being used on the installation and to prevent the unnecessary generation of HW.
- 2.1.3.2. Perform the necessary site visits to complete surveys of industrial shops and activities to verify accuracy of EESOH-MIS data.

2.1.4. Hazardous Waste Minimization:

- 2.1.4.1 Conduct site visits and inspections to assess current waste generating processes and research available technologies that may be applicable to improve waste minimization efforts and make management recommendations.
- 2.1.4.2 Assess waste items requested for disposal through the pre-inspection requests to identify those items that are still usable or available for reuse. Conduct research to determine the cost avoidance savings.

2.1.5. Project Reviews:

- 2.1.5.1. Provide project reviews, oversight, and technical support at various stages to include pre-planning, design, and construction reviews. Assess for hazardous waste management and contaminated soil management.

2.1.6. Munition Support:

- 2.1.6.1. Assist with munitions technical support and permitting including Level 1 emergency response notifications, Level 2 munitions permit applications, reports and notifications, Explosives Safety Submissions (ESS-DRs), ESS review comments, reviews and interpretations of munitions instructions and standard operating procedures (SOPs), and munitions training.

2.1.7. Environmental Management System:

- 2.1.7.1 Assess the current level of integration of the environmental compliance program into the CNRH Environmental Management System (EMS) and make management

recommendations to fully integrate the program to meet the installation's sustainability goals and objectives.

2.1.8. Solid Waste Management Support:

- 2.1.8.1 Provide an annual review with recommendations of the CNRH Integrated Solid Waste Management Plan to ensure compliance with current navy/state/federal regulations.
- 2.1.8.2 Perform necessary site visits to assess illegal dumping conditions within and bordering Navy installations and properties. Provide recommendations and implement procedures to reduce or eliminate occurrences of illegal dumping and develop disposition options for wastes.

2.1.9. Pesticide and PCB Management Support:

- 2.1.9.1 Provide an annual review with recommendations of the CNRH Integrated Pest Management Plan to ensure compliance with current navy/state/federal regulations.
- 2.1.9.2 Assess pesticide and PCB management programs and provide support including manifesting, evaluating, etc.

2.2. Reports, Deliverables, and Schedule

2.2.1 Hazardous Waste and Pollution Prevention:

- 2.2.1.1 Inspections results of industrial shops/activities entered into ECI database
- 2.2.1.2 Electronic transmission of ECI results/reports
- 2.2.1.3 Annual HWMP, ECI, Local policies/instructions review/update
- 2.2.1.4 Quarterly ECI status report

2.2.2 Waste Stream Identification and Analysis:

- 2.2.2.1 Pre-inspection inventories as required
- 2.2.2.2 Quarterly status report

2.2.3 Hazardous Materials Management:

- 2.2.3.1 Inspections of industrial shops/activities
- 2.2.3.2 Quarterly summary report of hazardous materials data collected and analyzed
- 2.2.3.3 Technical review of unit/activity HM AULs

2.2.4. Hazardous Waste Minimization:

- 2.2.4.1. Inspections of industrial shops/activities
- 2.2.4.2 Quarterly summary report of cost avoidance resulting from waste minimization efforts

2.2.5 Project Reviews:

- 2.2.5.1. Comments to review of project documents
- 2.2.5.2. Monthly summary of projects reviewed report

2.2.6 Munition Support:

- 2.2.6.1 Regulatory notifications
- 2.2.6.2 Quarterly summary report of level 1 and level 2 activities

2.2.7 Environmental Management System:

- 2.2.7.1 Inspections of industrial shops/activities
- 2.2.7.2 Quarterly summary report of integration into the CNRH EMS

2.2.8 Solid Waste Management Support:

- 2.2.8.1 Regulatory notifications
- 2.2.8.2 Inspections of industrial shops/activities
- 2.2.8.3 Quarterly status report

2.2.9 Pesticide and PCB Management Support:

- 2.2.9.1 Regulatory notifications
- 2.2.9.2 Inspections of industrial shops/activities
- 2.2.9.3 Quarterly status report

3.0 GENERAL REQUIREMENTS

The following requirements are common to all tasks listed above in Section 2.0.

3.1 Cooperator Employee Government Access Requirements

- 3.1.1** All Cooperator employees shall comply with applicable installation, facility and area commander installation/facility access and local security policies and procedures. The Cooperator shall also provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshall Office, Director of Emergency services or Security Office. Cooperator workforce must comply with all personal security verification requirements as directed by DoD and or local policy. Should there be Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in Cooperator security matters or processes.
- 3.1.2** The Cooperator will ensure that its employees entering installations or facilities have obtained access badges and passes in accordance with facility regulations and that these badges and passes are obtained in advance so as not to delay the accomplishment of services.
- 3.1.3** The Cooperator will return all issued US Government Common Access Cards (CAC), installation badges, and/or access passes to the Government Representative when the cooperative agreement is completed or when a Cooperator employee no longer requires access to the installation or facility.
- 3.1.4** All Cooperator employees, to include sub-cooperator employees, requiring access to military installations, facilities and controlled areas may be required to complete antiterrorism, protecting operations security (OPSEC), other information assurance/information technology training, and register in a training certification tracking system. There may be

Navy-specific security clearances and certifications, which shall be identified by Navy as necessary.

- 3.1.5** The Cooperator will coordinate for resources to inform employees of the criticality of protecting sensitive information or activities they may observe while working on the installation. Do not publically disseminate, or publish photographs (photographs are not authorized to be taken unless prior written approval with installation security is given) displaying critical or sensitive information. Examples include but are not limited to observed exercise or training events, personnel/vehicle convoys or bivouac sites, observed weapons or equipment employment, destroyed or damaged equipment, and the protective measures of military facilities. Do not publically reference, disseminate, or publish critical or sensitive information that has already been compromised as this provides further unnecessary exposure of the compromised information and may serve to validate earlier reported information from other sources.

3.2 Qualification Requirements

- 3.2.1** The Cooperator's personnel must have:
- Education/experience in Resource Conservation and Recovery Act requirements.
 - Minimum of three (3) years' experience in managing hazardous waste program.
 - Ability to analyze problems, perform detailed reviews to ensure regulatory compliance, develop acceptable and practical solutions and execute action within acceptable timeframes.
 - Proficiency in computer software programs such as Microsoft Word, Excel, Outlook, and Adobe Acrobat Professional.
 - U.S. citizenship.
 - A valid driver's license.

4.0 GOVERNMENT-FURNISHED EQUIPMENT, BADGE, KEYS AND/OR FACILITIES PROVIDED

The Government shall provide Cooperator personnel with an office environment typically provided to Government personnel that includes workstations, multi-function printers, telephones, and computers with access to the Internet and local area network (LAN). The Government will provide access keys as needed. Government vehicle will not be provided. All government equipment, information and property provided for use will be safeguarded. At the close of each work period, government facilities, equipment, and materials shall be secured. The Cooperator(s) and/or sub-cooperator(s) shall not present themselves as Government employees.

5.0 PERIOD OF PERFORMANCE

The period of performance for this cooperative agreement is for twelve (12) months from date of award. (Estimated start date of September 29, 2022 and estimated completion date of September 28, 2023 for the base period of performance). Two (2) additional twelve (12) month option periods may be awarded, dependent upon funding.

6.0 PLACE OF PERFORMANCE

All Navy Region Hawaii locations including but not limited to Joint Base Pearl Harbor-Hickam, and Naval Station, Submarine Base, Naval Shipyard, Fleet Logistics Command, Naval Magazine, (former) NAS Barbers Point, Hickam Air Force Base, Naval Computer and Telecommunications Area Master Station, Pacific and the Navy Activities at Marine Corps Base Hawaii.

7.0 OPERATIONAL HOURS

Forty (40) hours per week, normal 0800-1630. Daily hours can be adjusted to align with office schedule.

8.0 SAFETY ISSUES

This cooperative agreement involves both office-based activities and field work. Office-based work poses minimal safety risk to the Cooperator. Field work hazards may include heat stress, noise and sun exposure, muscle strains, slips/trips/falls, and weather-related dangers.

9.0 POINTS OF CONTACT

The POC for USACE Project Management is Ms. Katie Russell. Questions associated with the cooperative agreement processes and/or documentation should be addressed to Kim Tripp. Correspondence should be addressed as follows:

Katie Russel, P.E.
U.S. Army Corps of Engineers
Environmental & Special Programs
ATTN: CEPOA-EC-EE
P.O. Box 6898
JBER, AK 99506-0898
Phone: 907-753-2535
Email: kathryn.russell@usace.army.mil

Kim Tripp
U.S. Army Corps of Engineers
Contracting Division
ATTN: CEPOA-CT
P.O. Box 6898
JBER, AK 99506-0898
Phone: (907) 753-5690
Email: kimberly.d.tripp@usace.army.mil

The POC for NAVFAC HI are the following:

Hazardous Waste: Mitch Uehara (808) 471-4813 or mitch.m.uehara.civ@us.navy.mil

Correspondence should be addressed as follows:

Commander, Navy Region Hawaii
850 Ticonderoga Street, Suite 110
JBPHH, HI 96860-5101

Section II: Award Information

This is for a competed Cooperative Agreement with funding not to exceed \$163,200.00. Expect a 12-month Base Period of performance that ends 12 months after the notice to proceed documentation has been disseminated and two (2) additional 12-month Option Periods, dependent upon funding.

Announcement Issue Date: 22 July 2022

Application Due Date: 22 August 2022

Estimated Award Date: On or About 29 September 2022

Section III: Eligibility Information

1. Eligible Applicants – Open to all that meet the criteria of this announcement.
2. Cost Sharing – This action will be 100% funded by USACE.
3. Other Information – None noted.

Section IV: Application and Submission Information

1. Address to Request Application Package:

The complete Funding Opportunity Announcement, application forms, and instructions are available for download at Grants.gov. USACE 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 the Grants Specialist, Casandra Hutchins, casandra.a.hutchins@usace.army.mil

2. 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.

- a. SF 424 - Application for Federal Assistance
- b. SF 424 A – Budget Information for Non-construction Programs
- c. SF 424 B – Assurances – Non-Construction Programs
- d. Program Narrative – Brief program description illustrating applicant's ability to meet the goals and objectives described in Section VI Scope of Work of this announcement.

3. Application shall be submitted **NO LATER THAN 22 August 2022; 2:00 PM Alaska Time** via email or through Grants.gov.

4. Submission Instructions

Applications may be submitted by email or via the internet through Grants.gov. Choose ONE (1) of the following submission methods:

Via Email: Format all documents to print on Letter (8 ½ x 11") paper. E-mail proposal to the Grants Specialist, Casandra Hutchins, at casandra.a.hutchins@usace.army.mil and the Grants Officer, Kimberly Tripp, at kimberly.d.tripp@usace.army.mil.

Via Grants.gov:

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 and within the date and time required. 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 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 (3) weeks to complete Grants.gov registration.*** For more information on registration, go to <http://www.grants.gov/ForApplicants>.

Section V: Application Review Information

Proposal Submission Evaluation Criteria and Basis of Award

NAVFAC Environmental Compliance - Hazardous Waste Program Support at Joint Base Pearl Harbor-Hickam (JBPHH), HI

July 2022

The Government will evaluate technical proposals, in accordance with the criteria described herein and award a Cooperative Agreement to the responsible offeror whose proposal is determined to represent the best overall value to the Government. The Government will not award a Cooperative Agreement to an offeror whose proposal contains a deficiency.

The evaluation factors for this action are:

- Factor 1, 40%: Experience (most important factor)
- Factor 2, 35%: Technical Approach (2nd most important factor)
- Factor 3, 25%: Cost (3rd most important factor)

The Government will assign an adjective rating of Outstanding, Good, Acceptable, Marginal, or Unacceptable to each technical factor which reflects the Government's confidence in each offeror's ability, as demonstrated in its proposal, to perform the requirements stated in Section I: Funding Opportunity Description. The ratings shall be assigned, using the following criteria, which incorporate a proposal risk assessment:

Weight	Adjectival Rating	Description
4	Outstanding	Proposal indicates an exceptional approach and understanding of the requirements and contains multiple strengths.
3	Good	Proposal indicates a thorough approach and understanding of the requirements and contains at least one (1) strength.
2	Acceptable	Proposal indicates an adequate approach and understanding of the requirements.
1	Marginal	Proposal has not demonstrated an adequate approach and understanding of the requirements or contains an element of risk.
0	Unacceptable	Proposal does not meet requirements of the solicitation and, thus, contains one (1) or more deficiencies and is unawardable.

PROPOSAL EVALUATION AND SELECTION CRITERIA

The Cooperator shall be evaluated in accordance with the selection criteria below. The selection criteria are listed in descending order of importance.

Factor 1 Experience

The Cooperator shall demonstrate prior project experience relevant to the attached SOW, completed within the last seven (7) years, and other qualifications and technical competence in all of the following areas:

1. Education/experience in Resource Conservation and Recovery Act requirements.
2. Minimum of three (3) years' experience in managing hazardous waste program(s).
3. Ability to analyze problems, perform detailed reviews to ensure regulatory compliance, develop acceptable and practical solutions and execute action(s) within acceptable timeframes.
4. Proficiency in computer software programs such as Microsoft Word, Excel, Outlook, and Adobe Acrobat Professional.

The Cooperator shall provide examples of up to four (4) past projects of similar size, scope, and complexity that best demonstrate the above qualifications. Submit projects that are at least 25% complete or were completed within the past five (5) years. The example project summaries shall be limited to one (1) page each. The example project summaries shall identify:

- Title/Subject
- Location
- Duration
- Brief description
- Roles and work self-performed
- Date project began and if completed
- Complexities or key accomplishments
- Client contact information

The Government will utilize the example project summaries to evaluate the capability and experience as a basis for comparing offerors to determine best value.

Factor 2 Technical Approach

The Cooperator shall provide a brief narrative of their technical approach and a milestone schedule. The narrative shall be no more than two (2) pages per main task and must include:

- A discussion of the technical approach to accomplish the Performance Work Statement or Scope/Statement of Work requirements, detailing number of hours anticipated to complete the project deliverables.
- A discussion of the quality assurance, quality control, and other technical activities that will be implemented to ensure that quality data is collected to support project data quality objectives.
- A discussion of applicable regulatory requirements and how project requirements will be implemented.
- A discussion of all assumptions.

The Cooperator shall also provide an organizational chart with the proposed project team with defined roles, responsibilities, and lines of communication for all key personnel and sub-cooperators.

The evaluation standard has been met when the Cooperator demonstrates an understanding of the work that adequately addresses the requirements outlined in Section I: Funding Opportunity Description. The inclusion of numerous assumptions that significantly “assume away” Cooperator risk with regard to major issues or problems that may be encountered on the project will be considered unacceptable.

Factor 3 Cost

Provide proposed cost to the Government. Allowable costs incurred by institutions of higher education is determined in accordance with the provision of OMB Circular A-21, "Cost Principles for Educational Institutions," ONR negotiated rates, and institutional policies. OMB's cost principles are contained in 2 CFR 200.400-.475 et seq.

Cost is considered less important than non-cost factors and will be evaluated for fairness and reasonableness, per OMB cost principles. If more than one (1) proposal is rated as having equal non-cost factors, the lowest cost tender of the proposals received would be granted as the preferred tender unless there are extraordinary reasons for not doing so.

Section VI: Other Information

All questions or inquiries regarding this Funding Opportunity Announcement shall be directed to the agency contact(s) noted in Section IV.