

NATIONAL PARK SERVICE
FINANCIAL ASSISTANCE: NOTICE OF INTENT TO AWARD

This announcement is not a request for applications.

This announcement is to provide public notice of the National Park Service's intention to award a task agreement under a previously competed or single source justified master cooperative agreement.

ABSTRACT	
Funding Announcement Number	P17AS00671
Project Title	Catalog and Store BIA Collections at the Western Archeological and Conservation Center
Recipient	Archeology Southwest, William H Doelle
Anticipated Federal Funding	\$52,406
Anticipated Period of Performance	6/27/16-9/30/18
Award Instrument	Task Agreement
Statutory Authority	54 USC 100703
CFDA # and Title	15.945 CESU
Point of Contact	Katie Gaertner Katie_gaertner@nps.gov

BACKGROUND AND OBJECTIVES

Cooperative Agreement Number P14AC00921 was entered into by and between the Department of the Interior, National Park Service, (NPS), and Archeology Southwest (hereafter referred to as 'Recipient') for the purpose of providing research, technical assistance, and/or education, as described below. Unless otherwise specified herein, the terms and conditions as stated in the Cooperative Agreement will apply to this Task Agreement.

For performance under this task agreement, the regulations set forth in 2 CFR, Part 200, supersedes OMB Circulars A-21 (2 CFR 220), A-87 (2 CFR 225), A-110, and A-122 (2 CFR 230); Circulars A-89, A-102, and A-133; and the guidance in Circular A-50 on Single Audit Act follow-up. The recipient shall adhere to 2 CFR, Part 200 in its entirety in addition to any terms and conditions of the master agreement not superseded by 2 CFR 200, as well as the terms and conditions set forth in this agreement. In the event of a conflict between the original terms of the master agreement and 2 CFR, Part 200, relating to this task agreement, 2 CFR, Part 200 shall take precedence.

STATEMENT OF WORK

The Intermountain Region Museum Services Program of the NPS manages the Western Archeological and Conservation Center (WACC) in Tucson, Arizona, to curate over 14.5 million archives and museum collections for National Park Service (NPS) units. An estimated 115,000 objects belonging to the Bureau of Indian Affairs (BIA), but recovered as part of archeological investigations conducted for the BIA by NPS archeologists under an Interagency Agreement in the 1970s-1980s also are located at WACC. A basic inventory of the collections, completed in 1997, exists. The BIA wishes to catalog these collections to achieve accountability for their museum property and the NPS is facilitating that work. This project is a continuation of work conducted through ASW-03.

The BIA faunal collections at WACC were recently found to contain Human Remains. Confirmation of the items to be included on the Notice of Inventory Completion and Notice of Summary Completion is a high priority for the BIA and will be addressed in this agreement.

Objectives and Methodology: Archaeology Southwest and the WACC curation staff will collaborate on the following museum-focused educational work experience opportunities for pre-graduate/graduate and undergraduate anthropology, archeology, and/or museum studies students that will complement classroom instruction through cataloging and storing archeological collections and addressing sensitive NAGPRA concerns and legal requirements. The students will acquire and apply diverse skills related to preventive care, accountability, and general collections management. Students will work with a variety of objects, which will expose them to material culture from the Southwest and multiple periods of history and prehistory.

To provide a diverse student experience, this joint effort will be directed in the following areas:

Native American Graves Protection and Repatriation (NAGPRA): Upon the completion of the inventory project the contractor will compile information and create a draft NAGPRA Inventory Report for items located at WACC. This information will be provided to the ATR who will provide information to the BIA for use in Notice of Inventory Completions.

Catalog Archeological Collections: Students, in cooperation with the WACC curator, will create new catalog records and/or update existing catalog records to reflect the new information obtained during this project. These complex entries will present challenging opportunities for students to incorporate politically sensitive research data into a structured application.

Students will catalog the collections by completing all necessary fields in the Interior Collections Management System (ICMS), ensuring that data entry and object labelling is in accordance with the guidelines and stylistic conventions of the *NPS Museum Handbook Part II* and WACC's *Supplement to the Museum Handbook*. Students will photograph appropriate objects and attach digital images to the catalog record. WACC curators will provide considerable training to students in working with these collections to develop skills in identification and description of material culture items and photography.

Storing Collections: Students will prepare all objects reviewed and/or cataloged under this project for long-term storage in areas designated by the WACC curator in the WACC Repository using the appropriate bags and boxes with standard labels. Catalog and inventory records will be updated to reflect the new locations. Considerable training will be provided on existing storage protocols and best practices, so that students will be able to employ that knowledge, coupled with critical thinking skills, to address storage issues and resolve unusual storage problems.

- A. Project schedule and results: The ATR will review draft products and notify the Recipient of any issues that must be rectified within 30 days of receipt for all products. Deadlines indicated refer to final products.
1. Catalog Records. Each item will be cataloged in accordance with the protocols developed in the *NPS Museum Handbook Part II* and WACC's *Supplement to the Museum Handbook* in the Interior Collections Management System (ICMS) and any photographs attached. One electronic catalog record for each item or lot entered into ICMS will be submitted. Complete cataloging by June 1, 2017.

2. Properly Stored Collections. Items will be stored in the WACC Objects Repository in accordance with local protocols, organized and labelled in appropriately sized boxes and enclosures provided by the NPS. Storage locations in the catalog records will be updated. Complete collections storage activities by June 15, 2017.
3. NAGPRA. Once all collections are cataloged, NAGPRA information will be entered into the NAGPRA Inventory Report module and reports supplied to the ATR so they may proceed with compliance activities. Complete NAGPRA reports by June 1, 2017.
4. Final Report. The final report with a separate abstract will summarize all work completed including final counts of accomplished tasks. One electronic (pdf) and one hard copy of the final report will be submitted. Complete draft final report by June 15, 2017 and the final report by June 30, 2017.

RECIPIENT AGREES TO:

1. Collaboratively undertake a project titled "Cataloging BIA Collections Housed at the Western Archeological and Conservation Center" as described throughout this Task Agreement.
2. Provide the services of undergraduate and pre-graduate/graduate students to complete the work.
3. Catalog archeological collections using the methods and protocols identified in Article III, Section A, Catalog Records.
4. Store archeological collections using the methods and protocols identified in Article III, Section A, Properly Stored Collections.
5. Create NAGPRA Inventory Report using the methods and protocols identified in Article III, Section A, Native American Graves Protection and Repatriation Act.
6. Prepare the final project report in cooperation with NPS.
7. Rectify any problems with products identified during NPS reviews.
8. Comply with NPS personal identity verification procedures that implement Homeland Security Presidential Directive-12 (HSPD-12), Office of Management and Budget (OMB) guidance M-05-24, and Federal Information Processing Standards Publication (FIPS PUB) Number 201 and insert paragraph 13 of this Article in all subcontracts when the subcontractor is required to have physical access to a federally-controlled facility or access to a Federal information system.
9. Not reveal locations of any archeological or cultural resources in any publically released products unless granted written permission to do so by the ATR, and not retain this location information past the time necessary to complete this project.

10. Not reveal any statutorily protected information (e.g., by the National Parks Service Omnibus Management Act of 1998) regarding threatened or endangered (T&E) species locations in any published or unpublished material developed under this Task Agreement except with written permission from the NPS. T&E location information will not be retained past the time necessary to complete this project.
11. Fully acknowledge the NPS in any published or formally presented material developed or derived from this Task Agreement. Do not publish or present material related to NAGPRA items analyzed during this project to non-NPS entities unless granted written permission to do so by the ATR.

NATIONAL PARK SERVICE AGREES TO:

1. Select the collections to be cataloged under this project.
2. Train students on cataloging, storage, photography, and storage protocols and entry of information into ICMS. Assist the students with objects or situations that are not addressed by existing protocols.
3. Provide NAGPRA sensitivity training and guidance on the application of NAGPRA requirements to the overall project.
4. Work with the Recipient's program coordinator on recruiting, interviewing, and recommending appropriate candidates.
5. Provide technical consultation throughout the ongoing work.
6. Review all products and the final project report and provide students with feedback and corrections needed for the products to meet standards.
7. Provide space at the Western Archeological and Conservation Center, Tucson, AZ, and equipment, including government laptop or desktop computers and network access, for all work.
8. Determine rehousing strategies and provide all supplies necessary for rehousing and other aspects of the project.
9. Coordinate access to objects repositories necessary for the conduct and completion of this project.
10. Collaborate with Archaeology Southwest on a final report summarizing the project.
11. Complete background investigations deemed necessary for any Archaeology Southwest staff provided access to NPS facilities or computers.
12. Notify Archaeology Southwest of statutorily protected information (e.g., by the National Parks Service Omnibus Management Act of 1998) regarding threatened or endangered species locations that should not be released in any published or unpublished material developed under this Task Agreement, and provide written permission for any exceptions to this. NPS is then responsible

for permanently archiving this protected information, as Archaeology Southwest will not retain it past the life of the project.

13. Fully acknowledge Archaeology Southwest in any published or formally presented materials developed under or derived from the Task Agreement.