



REQUEST FOR PROPOSALS FOR
Pedestrian Archaeological Survey for the Jicarilla Ranger District Wildlife Habitat
Improvement Project

San Juan SWCD RFP #: RFP 23-24-002

Contact Person: Oralia Bridge

Mailing Address: 301 McWilliams Rd, Aztec, NM 87410

Physical Address: 301 McWilliams Rd, Aztec, NM 87410

Telephone: 505-234-6040 **E-Mail:** oralia@sanjuanswcd.com

DEADLINE FOR RECEIPT OF PROPOSALS IS AS FOLLOWS:

DATE: 7/28/2023 **TIME:** 3:00 p.m. MDT

DELIVER TO: 301 McWilliams Rd, Aztec, NM 87410

The date and time received will be stamped on the proposals by the District offices. Late Proposals will not be accepted. It is the responsibility of the Offeror to ensure that proposals are delivered on time to the correct address.

A PRE-PROPOSAL CONFERENCE ___ will X will not be held.

DATE: NA **TIME:** NA **MST** **MDT**

LOCATION: _____

San Juan Soil & Water Conservation District

Table of Contents

I. INTRODUCTION	4
A. PURPOSE OF THIS REQUEST FOR PROPOSALS.....	4
B. PROCUREMENT MANAGER.....	4
C. DEFINITION OF TERMINOLOGY.....	5
II. CONDITIONS GOVERNING THE PROCUREMENT	7
A. SEQUENCE OF EVENTS	7
B. EXPLANATION OF SEQUENCE OF EVENTS	8
1. Issue RFP	8
2. Acknowledgement of Receipt Form	8
3. Pre-Proposal Conference.....	8
4. Deadline to Submit Written Questions	8
5. Response to Written Questions	8
6. Submission of Proposal.....	8
7. Proposal Evaluation	9
8. Selection of Finalists	9
9. Issue Notice of Award, Prepare Contract.....	9
10. Protest Deadline	9
C. GENERAL REQUIREMENTS	9
1. Protests	10
2. Incurring Cost.....	10
3. Subcontractors	10
4. Amended Proposals	10
5. Offeror's Rights to Withdraw Proposal	10
6. Disclosure of Proposal Contents	11
7. Termination	11
8. Sufficient Appropriation.....	11
9. Standard Contract.....	11
10. Offeror Qualifications	12
11. Right to Waive Minor Irregularities	12
12. Notice.....	12
13. Release of Information.....	12
14. Clarifications from Offerors	12
15. Disclosure Regarding Responsibility	12
16. Conflict of Interest; Governmental Conduct Act	13
17. DUNS Number and SAM Registration.....	13
III. RESPONSE FORMAT AND ORGANIZATION	13
1. Number of responses	13
2. Number of Copies	13
IV. SUBMISSION & GENERAL INFORMATION.....	14
1. General Informatio.....	13
2. Scope.....	13
3. Special Contract requirements.....	13
V. DESCRIPTION/SPECIFICATION/WORK STATEMENT.....	16

1. SECTION- 1 GERNERAL.....	16
2. SECTION- 2 DEFINITIONS.....	19
3. SECTION- 3 FOREST SERVICE FURNISHED PROPERTY, MATERIALS, SERVICES.....	21
4. SECTION- 4 CONTRACTOR FURNISHED CRITICAL ITEMS/SERVICES	21
5. SECTION- 5 PERFORMANCE WORK STATEMENT TASKS AND CRITICAL SUBTASKS	21
6- SECTION- 6 DELIVERABLES	29
7. SECTION- 7 GOVERNMENT PUBLICATION/INDUSTRY, STATE, GOVERNMENT STANDARDS/TECH EXHIBITS.....	33
8- SECTION- 8 DELIVERIES OR PERFORMANCE	34
9. SECTION- 9 CONTRACT ADMINISTRATION DATA.....	36
10. SECTION- 10 CONTRACT CLAUSES	31
9. SECTION- 11 EVALUATION CRITERIA.....	32
A. Evaluation point summary.....	34
B. Evaluation Process.....	36
 ATTACHMENT 1 - ACKNOWLEDGEMENT OF RECEIPT FORM	45
ATTACHMENT 2: CAMPAIGN CONTRIBUTION DISCLOSURE FORM.....	46
ATTACHMENT 3: RESIDENT BUSINESS OR VERTERN'S PREFERENCE CERTIFICATION	47
ATTACHMENT 4: CULTURAL SURVEY AREA MAPS	49
ATTACHMENT 5: KNOWN SITE WITHIN PROJECT AREAS/CULTURAL SURVEYS TABLE.....	54
ATTACHMENT 6: SURVEY AREA BID FORM.....	55

I. INTRODUCTION

A. PURPOSE OF THIS REQUEST FOR PROPOSALS

The San Juan Soil and Water Conservation District (San Juan SWCD) is requesting proposals for **Pedestrian Archaeological Survey** for the Jicarilla Ranger District Wildlife Habitat Improvement Project on the Carson National Forest, Jicarilla Ranger District. The survey areas include **eight separate units** and **42 previously recorded sites that will require updates**. Site recording will include mapping, narrative updates, as well as assessments of condition, National Register of Historic Places eligibility, and fire sensitivity.

B. PROCUREMENT MANAGER

1. San Juan SWCD has assigned Assistant District Manager to act as Procurement Manager who is responsible for the conduct of this procurement whose name, address, telephone number and e-mail address are listed below:

Name: Oralía Bridge, Assistant District Manager
Address: San Juan Soil and Water Conservation District
301 McWilliams Rd, Aztec, NM 87410
Telephone: 505-234-6040
Email: oralia@sanjuanswcd.com

All deliveries of responses via express carrier must be addressed as follows:

Name: Oralía Bridge, Assistant District Manager
Reference RFP Name: RFP 23-24-002 Pedestrian archaeological survey
Address: San Juan Soil and Water Conservation District
301 McWilliams rd., Aztec, NM 87410

Any questions or requests regarding this procurement should be submitted, in writing, to the Procurement Manager. Bidders may contact **ONLY** the Procurement Manager regarding this procurement, who will forward technical questions to the appropriate individuals. Written questions shall be submitted via email to the email address above.

C. DEFINITION OF TERMINOLOGY

This paragraph contains definitions that are used throughout this Request for Proposals (RFP), including appropriate abbreviations.

“Award of Contract” shall mean a formal written notice by San Juan SWCD that a firm has been selected to enter into a contract for services.

“Business Hours” means 8:00 AM thru 4:00 PM Mountain Standard or Mountain Daylight Time, whichever is in effect on the date given.

“Contract” means an agreement between San Juan SWCD, and Archaeological contractor covered by this RFP.

“Contractor” means a successful Offeror awarded the contract.

“Determination” means the written documentation of a decision of the Evaluation Committee, including findings of fact required to support a decision. A determination becomes part of the procurement file to which it pertains.

“Entity” means San Juan Soil & Water Conservation District (SWCD) for the purposes of Section 13-1-120(B)(6), NMSA 1978; Evaluation Criteria; and is the entity requesting proposals.

“Evaluation Committee” means a body appointed to perform the evaluation of Offerors’ proposals.

“Evaluation Committee Report” means a report prepared by the Procurement Manager and the Evaluation Committee for contract award. It will contain written determinations resulting from the procurement.

“Finalist” means an Offeror who meets all the mandatory specifications of this Request for Proposals and whose score on evaluation factors is sufficiently high to merit further consideration by the Evaluation Committee.

“Offeror” is any person, corporation, or partnership who chooses to submit a proposal in response to this RFP.

“Procurement Manager” means any person or designee authorized by a state agency or local public body to enter into or administer contracts and make written determinations with respect thereto.

“Proposal” is the Offerors response to this RFP.

“Request for Proposals” or **“RFP”** means all documents, attached, or incorporated by reference, used for soliciting proposals.

“Resident Business”, “Resident Contractor”, or “Resident Veteran” means an entity that has a valid resident certificate issued by the NM Taxation and Revenue Department pursuant to Section 13-1-21 and 13-1-22 NMSA 1978.

"Responsible Offeror" means an Offeror who submits a responsive proposal and who has furnished, when required, information and data to prove that their financial resources, production or service facilities, personnel, service reputation and experience are adequate to make satisfactory delivery of the services described in the proposal.

"Responsive Offer" or "Responsive Proposal" means an offer or proposal, which conforms in all material, respects to the requirements set forth in the RFP. Material respects of a RFP include, but are not limited to quality, quantity or delivery requirements.

"User" means San Juan SWCD.

"User Contact" is the person designated by San Juan SWCD to speak on behalf of the staff concerning the scope of work and programming requirements for the project.

“Veteran Preference” – See ‘**Resident Business, Resident Contractor or Resident Veteran**’ definition above.

The terms **"must," "shall," "will," "is required," or "are required"** identify *a necessary* item or factor. Failure to comply with such an item or factor *may* result in the rejection of the Offerors proposal.

The terms **"can," "may," "should," "preferably," or "prefers"** identifies a desirable or discretionary item or factor. Failure to comply with such an item or factor *may* result in the rejection of the Offerors proposal. *Rejection of the proposal will be subject to review by the Evaluation Committee and the final decision on rejection will be made by the Committee Chairman.*

D. BACKGROUND SUMMARY

The San Juan Soil and Water Conservation District (San Juan SWCD) is requesting proposals for Pedestrian Archaeological Survey for the Jicarilla Ranger District Wildlife Habitat Improvement Project on the Carson National Forest, Jicarilla Ranger District. **The survey areas include eight separate units and 42 previously recorded sites that will require updates.** Site recording will include mapping, narrative updates, as well as assessments of condition, National Register of Historic Places eligibility, and fire sensitivity.

II. CONDITIONS GOVERNING THE PROCUREMENT

This section of the RFP outlines and describes the major events of the Selection Process and specifies general requirements.

A. SEQUENCE OF EVENTS

	<u>Action</u>	<u>Responsibility</u>	<u>Date/Time</u>
1.	Issue RFP	San Juan SWCD	July 12, 2023 @ 10 am
2.	Acknowledgement of Receipt of Request for Proposals	Potential Offerors	July 26, 2023
3.	Pre-Proposal Conference	N/A	N/A
4.	Deadline to submit written questions	Potential Offerors	July 26, 2023
5.	Response to written questions	Procurement Manager	July 28, 2023
6.	Submission of Proposal	Offerors	July 28, 2023 @ 3 pm
7.	Proposal Evaluation	Evaluation Committee	August 1 – 11, 2023
8.	Recommendation of Finalist(s) to Governing Board, Selection of Finalist, Issue Notice of Award	Procurement Manager, San Juan SWCD	August 14, 2023
9.	Finalize contract(s)	Procurement Manager	August 18, 2023
10.	Protest of Award Deadline	Offeror(s)	September 2, 2023
11.	Project Start Date	Contractor	September 6, 2023
12.	Project Completion Date	Contractor	September 3, 2024

B. EXPLANATION OF SEQUENCE OF EVENTS

Issue RFP

This RFP is issued by San Juan SWCD in accordance with the provisions of 13-1-120 and 13-1-121 NMSA 1978.

Acknowledgement of Receipt Form

Potential offerors should return the Acknowledgement of Receipt Form (Attachment 1) to the procurement manager by email (as declared in Section I, Paragraph B) in order to be added to the project distribution list. Only offerors who submit an Acknowledgment of Receipt will receive responses to written questions. Failure to submit could lead to missed information which may deem your proposal non-responsive.

Pre-Proposal Conference

A pre-proposal conference will not be held.

Deadline to Submit Written Questions

Potential Offerors may submit written questions to the Procurement Manager as to the intent or clarity of this RFP until the time stated in the Sequence of Events. All written questions must be addressed to the Procurement Manager as declared in Section I, Paragraph B.

Response to Written Questions

Written responses to written questions will be distributed by the deadline stated in the Sequence of Events to all potential Offerors that have submitted a notice of intent to submit a proposal.

Submission of Proposal

ALL OFFEROR PROPOSALS SHALL BE SUBMITTED NO LATER THAN **3:00 P.M. M.D.T. ON JULY 28, 2023**. PROPOSALS RECEIVED AFTER THE DEADLINE WILL NOT BE ACCEPTED. NO EXCEPTIONS. THE DATE AND TIME OF RECEIPT OF EACH PROPOSAL SHALL BE RECORDED BY THE PROCUREMENT MANAGER.

Proposals must be addressed and delivered to the Procurement Manager at the address listed in Section I, Paragraph B. Proposals must be sealed and labeled on the outside of the package to clearly indicate that they are in response to RFP 23-24-002. Proposals submitted by email, facsimile, or other electronic means will not be accepted.

A public log will be kept of the names of all Offeror organizations that submitted proposals. Pursuant to Section 13-1-116 NMSA 1978, the contents of proposals shall not be disclosed to competing potential Offerors during the evaluation and

negotiation process. The negotiation process is deemed to be in effect until the contract is awarded pursuant to this Request for Proposals. Awarded in this context means the final required San Juan SWCD signature on the contract(s) resulting from the procurement has been obtained.

Proposal Evaluation

An Evaluation Committee will perform the evaluation of proposals. This process will take place as indicated in the sequence of events, depending upon the number of proposals received. During this time, the Procurement Manager may initiate discussions with Offerors who submit responsive or potentially responsive proposals for the purpose of clarifying aspects of the proposals. However, proposals may be accepted and evaluated without such discussion. Discussions shall not be initiated by the Offerors.

Selection of Finalists

The Procurement Manager shall prepare a procurement report and a recommendation to the Board for award(s) that shall include the ranking of all Offerors. Finalists will be notified.

Issue Notice of Award, Prepare Contract

Upon the successful completion of contract negotiations and San Juan SWCD Board approval, the Procurement Manager shall issue the Notice of Award and prepare the Contract. In the event that mutually agreeable terms cannot be reached within the time specified, the San Juan SWCD Board of Supervisors reserves the right to finalize a contract(s) with the next most advantageous Offerors without undertaking a new RFP process.

Protest Deadline

The protest period for award of the contract shall extend fifteen (15) calendar days after the date of the Notice of Award. Protests of the solicitation or award must be delivered by email to the Protest Manager. The District Manager is also named as the Protest Manager in this Request for Proposals, pursuant to NMSA 1978, § 13-1-172. See Section 2. C. 1 below for details.

C. *GENERAL REQUIREMENTS*

The General Requirements section contains specific information about the process and conditions under which this RFP is issued and conditions concerning how the project will be completed.

Protests

In accordance with Section 13-1-172 NMSA 1978, any Offeror who is aggrieved in connection with the award of a contract may protest to the Procurement Manager. The protest must be submitted in writing via email within fifteen (15) calendar days after knowledge of the facts or occurrences giving rise to the protest to:

Oralia Bridge, Assistant District Manager
San Juan Soil & Water Conservation District
301 McWilliams rd, Aztec, NM 87410
oralia@sanjuanswcd.com

The 15-day protest period shall begin on the day following the date of written notice of action from San Juan SWCD. Protests must include the name and address of the protestant, the solicitation number, and a statement of grounds for protest, including appropriate supporting exhibits. Protests received after the deadline will not be accepted.

Incurring Cost

Any cost incurred by the Offeror in preparation, transmittal, or presentation of any proposal or material submitted in response to this RFP shall be borne solely by the Offeror.

Subcontractors

All work that may result from this procurement must be performed by the contractor and payments will only be made to the contractor. Use of subcontractors identified in the proposal is permitted, but since the award is made on a quality-based evaluation process, future subcontracting of the work is not acceptable without prior approval from San Juan SWCD.

Amended Proposals

An Offeror may submit an amended proposal before the deadline for receipt of proposals. Such amended proposals must be complete replacements for a previously submitted proposal and must be clearly identified as such in the transmittal letter. San Juan SWCD personnel will not collate or assemble proposal materials.

Offeror's Rights to Withdraw Proposal

Offerors will be allowed to withdraw their proposals at any time prior to the deadline for receipt of proposals. The Offeror must submit a written withdrawal request signed by the Offeror's duly authorized representative addressed to San Juan SWCD. The approval or denial of withdrawal requests received **after** the deadline for receipt of the proposals is at the discretion of San Juan SWCD.

Disclosure of Proposal Contents

The content of proposals will be kept confidential until the successful Offeror's contract has been signed by San Juan SWCD. At that time, all proposals will be open to the public, except for the material which has previously been noted and deemed as proprietary or confidential.

Termination

This RFP may be canceled at any time and any and all proposals may be rejected in whole or in part when San Juan SWCD determines such action to be in the best interest of San Juan SWCD and the State of New Mexico.

Sufficient Appropriation

Any contract awarded as a result of this RFP process may be terminated if sufficient appropriations or authorizations do not exist. Such termination will be effected by sending written notice to the contractor. San Juan SWCD's decision as to whether sufficient appropriations and authorizations are available will be accepted by the contractor as final.

If the determination is made that there is insufficient funding to continue or finalize a project, the contractor will be compensated to the level of effort performed, as authorized by San Juan SWCD prior to that determination.

Standard Contract

The contract between San Juan SWCD and a contractor will follow a format specified by San Juan SWCD and contain the terms and conditions set forth. However, San Juan SWCD reserves the right to negotiate provisions in addition to those contained in this RFP with any Offeror. The contents of this RFP, as revised and/or supplemented, and the successful Offeror's proposal will be incorporated into and become part of any resultant contract.

San Juan SWCD discourages exceptions from the contract terms and conditions as set forth in the RFP Contract. Such exceptions may cause a proposal to be rejected as nonresponsive when, in the sole judgment of San Juan SWCD (and its evaluation team), the proposal appears to be conditioned on the exception, or correction of what is deemed to be a deficiency, or an unacceptable exception is proposed which would require a substantial proposal rewrite to correct.

Should an Offeror object to any of the terms and conditions as set forth in the RFP strongly enough to propose alternate terms and conditions in spite of the above, the Offeror must propose **specific** alternative language. San Juan SWCD may or may not accept the alternative language. General references to the Offeror's terms and conditions or attempts at complete substitutions of the Contract are not acceptable to San Juan SWCD and will result in disqualification of the Offeror's proposal.

Offerors must provide a brief discussion of the purpose and impact, if any, of each proposed change followed by the specific proposed alternate wording under this section.

Offeror Qualifications

The Evaluation Committee may make such investigations as necessary to determine the ability of the Offeror to adhere to the requirements specified within this RFP. The Evaluation Committee will reject the proposal of any Offeror who is not a responsible Offeror or fails to submit a responsive offer as defined in Sections 13-1-83 and 13-1-85 NMSA 1978.

Right to Waive Minor Irregularities

The Evaluation Committee reserves the right to waive minor irregularities. The Evaluation Committee also reserves the right to waive mandatory requirements provided that all of the otherwise responsive proposals failed to meet the same mandatory requirements and the failure to do so does not otherwise materially affect the procurement. This right is at the sole discretion of the Evaluation Committee.

Notice

The New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

Release of Information

Only San Juan SWCD is authorized to release information about projects covered by this RFP. The Offerors must refer to San Juan SWCD any requests to release any information that pertains to the work or activities covered by any action or award related to this RFP.

Clarifications from Offerors

The Evaluation Committee or designee, after review of the proposal and/or Interview may request clarifications on information submitted by any and all Offerors.

Disclosure Regarding Responsibility

Any prospective Offeror and/or any of its principals who seek to enter into a contract greater than sixty thousand dollars (\$60,000.00) with any state agency or local public body for professional services, tangible personal property, services or construction agree to disclose whether they, or any principal of their company: Are presently debarred, suspended, proposed for debarment, or declared ineligible for award of contract by any federal entity, state agency or local public body. Have within a three-year period preceding this offer, been convicted of or had civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) contract or subcontract; violation of Federal or state antitrust statutes related to the submission of offers; or commission in any federal

or state jurisdiction of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, violation of Federal criminal tax law, or receiving stolen property.

Are presently indicted for, or otherwise criminally or civilly charged by any (federal state or local) government entity with, commission of any of the offenses enumerated in paragraph B of this disclosure.

Have preceding this offer, been notified of any delinquent Federal or state taxes in an amount that exceeds \$3,000.00 of which the liability remains unsatisfied.

Have within a three year period preceding this offer, had one or more contracts terminated for default by any federal or state agency or local public body.

Conflict of Interest; Governmental Conduct Act

The Offeror warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance or services required under the Agreement. The Offeror certifies that the requirements of the Governmental Conduct Act, Sections 10-16-1 through 10-16-18, NMSA 1978, regarding contracting with a public officer or state employee or former state employee have been followed.

DUNS Number and SAM Registration

The Offeror must have a DUNS Number (Data Universal Numbering System).

Proof of this number for the business must be provided in the RFP response.

Offeror can register and receive a DUNS number at <http://www.dnb.com/get-a-duns-number.html>. The Offeror must also register with the Federal Government in the System for Award Management (SAM). This can be done at <https://www.sam.gov>. Proof of active SAM registration must also be provided in the RFP response.

III. Response format and organization

A. Number of responses

Each entity may submit only one original proposal in response to this RFP. Amended or replacement proposals will be dealt with as discussed in Section II. C. 4.

B. Number of Copies

Offerors shall provide one original and four (4) identical copies of their proposal to the location specified in Section II, paragraph B. on or before the closing date and time for receipt of proposals, for a total of five (4) total copies.

IV. Submission & General Information

GENERAL INFORMATION

OFFERORS SHALL BE REGISTERED IN THE SYSTEM FOR AWARD MANAGEMENT (SAM) (www.sam.gov) and SHALL ENTER THEIR REPRESENTATIONS AND CERTIFICATIONS ONLINE TO RECEIVE AN AWARD

OFFERS THAT DO NOT INCLUDE A TECHNICAL AND BUSINESS PROPOSAL WILL NOT BE CONSIDERED FOR AWARD. Refer to AGAR 452.215-71 INSTRUCTIONS FOR THE PREPARATION OF TECHNICAL AND BUSINESS PROPOSALS (SEP 1999), Page 31.

SCOPE

The contractor shall provide any and all labor, equipment, supplies, services, permits, and licenses, necessary to perform a 100% pedestrian archaeological survey (equivalent to a BLM Class III survey) of **approximately 5914 acres** with a final deliverable due **September 1, 2024**, on the Jicarilla Ranger District, Carson National Forest in Rio Arriba County, New Mexico. **The contractor must hold a current Special Use Permit with the Carson National Forest, or another Forest Service unit, to conduct archaeological surveys, or be in good standing to acquire a permit. Verification must be provided that the contractor has access to the New Mexico Cultural Resource Information System (NMCRIS) or that they will be able to obtain access for research and data entry.**

1. SPECIAL CONTRACT REQUIREMENTS

SCR1.1.1 Proposed preparation costs are at the expense of the offeror and will not be reimbursed.

SCR1.1.1 Award Decision. Whenever possible, award will be made without discussions. If discussions are required, each contractor will be requested to provide a final proposal revision, unless eliminated from discussions through the establishment of a competitive range. Award will be made based on the best value to the Government. The awarded will be firm fixed price with a specific number of calendar days.

SCR2 Contractor Access: If the contractor must unlock a gate, the Contractor is required to relock the gate upon entry and egress.

SCR3 Performance Time: Proposal will include contract delivery or performance schedule in terms of specific calendar dates or contract time for completion. To facilitate timely inspections, the contractor shall provide the Government of their proposed operation schedule. The contractor shall notify the Government of schedule changes. All work shall be performed during the time period of one-half hour after sunrise to one-half hour before sunset, Monday through Friday, unless time changes are approved by the COR or Inspector.

SCR4 Plan of Work: Prior to commencing the fieldwork, the Contractor shall submit to the COR for review and approval a proposed plan of work that describes the schedule for submission of deliverables, estimated number of person-days for fieldwork, and strategies for accomplishing the scope of work defined in each task order issued under this contract.

SCR5 Collections: Except as otherwise noted, thorough documentation of cultural materials shall be made in the field. Any collections must be approved in advance by the Contracting Officer's Representative, and may be made only in the following instances:

- A. The collection is absolutely necessary to adequately assess the resource,
- B. Especially rare or sensitive temporal indicator artifacts are encountered.

When collection is necessary, the artifact will be point-provenienced to a permanent datum established by the contractor and the location of the artifact shown on the site map. All collected materials shall be analyzed and discussed in the final report. Curation of the collected artifacts will be the responsibility of the contractor and, as such, the contractor will be required to have a curation agreement with an appropriate New Mexico repository for these purposes. All collections remain the property of the United States Government.
Disposition of Collections and other Investigation Documentation

SCR6 Disposition of Collections and other Investigation Documentation. All material and data produced by the contractor in performance under this contract, or in work in support thereof, are, and shall be, the sole property of the United States Government; unlimited rights in ownership, usage, and equity for such materials and data, and shall be, transferred without reservation to the United States Government. Materials include, but are not limited to, the following items: manuscripts, outlines, abstracts, field notes, artwork (including maps, sketches, charts, tables and related overlays), photography (including negatives, transparencies, prints, and microfiches), collected artifacts, and data sheets. The final report will be distributed to interested parties by the government.

The contractor may use the archaeological data resulting from this survey for future research purposes. However, the contractor agrees to provide two copies of any manuscripts, reports, and publications pertaining to the survey to the Carson National Forest, Forest Archaeologist and to acknowledge that the State of New Mexico funded the work.

SCR7 Cleaning Up: The Contractor shall at all times keep the work area, including storage areas, free from accumulations of waste materials. Before completing the work, the Contractor shall remove from the work and premises any rubbish, tools, equipment, and materials that are not the property of the Government. Upon completing the work, the Contractor shall leave the work area in a clean, neat, and orderly condition satisfactory to the Contracting Officer or their designee.

SCR8 REQUIRED INSURANCE:

The contractor shall acquire and maintain the following minimum insurance during performance of the work:

1. Workers Compensation and Employer's Liability Insurance.
2. General Liability Insurance. Bodily injury in the minimum amount of \$500,000 per occurrence shall be required on the comprehensive form of the policy.
3. The Contractor shall procure and maintain during the term of this contract, and any extension thereof, aircraft public liability insurance in accordance with 14 CFR 298. The parties named insured under the policy or policies shall be the Contractor and the United States of America.

Prior to commencement of work hereunder, the Contractor shall furnish to the Contracting Officer a Certificate of Insurance, with the above coverages documented in the amounts required. The policies evidencing the required insurance shall contain an endorsement to the effect that cancellation or any material change in the policies adversely affecting the interests of the Government in such insurance shall not be effective for such periods as may be prescribed by the laws of the state in which work is to be performed and in no event less than thirty (30) days after written notice thereof to the Contracting Officer.

SCR9 CONTRACTING OFFICER AUTHORITY: The Awarded Contractor is hereby notified that ONLY the Contracting Officer, acting within the scope of the contract, and after consultation with any CORs, has the authority to make changes which affect:

- Contract prices and pricing issues;
- Delivery terms and conditions;
- Terms of the contract

In no event shall any understanding, agreement, modification, or change order between the Contractor and a Government person or any individual other than the Contracting Officer be effective or binding upon the Government. Contractor shall not proceed with change unless that change is reduced to writing and agreed upon and signed by the Contracting Officer.

This agreement is the entire agreement, terms and conditions, between the Government and the Contractor; any dispute that arises over the performance of this agreement shall be decided in order of precedence by the Schedule, the Statement of Work, the Clauses, and Provisions.

V. – Description/ Specifications/ Work Statement

Performance Work Statement:

**JICARILLA WILDLIFE HABITAT IMPROVEMENT PROJECT ARCHAEOLOGICAL SURVEY, PHASE I
USDA FOREST SERVICE, CARSON NATIONAL FOREST, JICARILLA RANGER DISTRICT**

SECTION 1 – GENERAL

1.1 Scope of Work

The contractor shall provide any and all labor, equipment, supplies, services, permits, and licenses, necessary to perform a 100% pedestrian archaeological survey (equivalent to a BLM Class III survey) of approximately **5914 acres**, with a due date of **September 1, 2024** for final deliverables, on the Jicarilla Ranger District, Carson National Forest in Rio Arriba County, New Mexico. The contractor must hold a current Special Use Permit with the Carson National Forest, or another Forest Service unit, to conduct archaeological surveys, or be in good standing to acquire a permit. Verification must be provided that the contractor has access to the New Mexico Cultural Resource Information System (NMCRIS) or that they will be able to obtain access for research and data entry.

The Jicarilla Wildlife Habitat Improvement Project (JWHIP) Survey, Phase I consists of 10,060 acres located within twenty inventory units. The average site density of the Carson National Forest, Jicarilla Ranger District is approximately 38 sites per section. Site density was calculated through the Forest Service Databases; no other databases were used. **Accuracy of estimated site densities cannot be guaranteed, and contractors should not solely rely on these numbers to make determinations about site densities when creating their bid estimates.** The Forest Service strongly recommends other sources including NMCRIS (the New Mexico State Archeological Database), General Land Office (GLO) records and other sources are referenced before creating an estimate. **The Forest Service will not be held responsible for underbidding due to inaccurate site densities and will not consider it a change of condition if this is the reasoning behind a contract modification request.** This statement of work consists of completing the tasks, subtasks and the performance requirements identified in Section 5 of this Statement of Work.

The **Jicarilla Wildlife Habitat Improvement Project Archaeological Survey, Phase I** is located in the areas presented in **Table 1** below.

Table 1. Inventory Areas and locations.

Inventory Area Name	USGS Quadrangle	Legal Location
Mestenas Unit 8	Bixler Ranch, NM & Espinosa Ranch, NM	Township 30N, Range 4W, Sections 28, 27, 33, and 34
Mestenas Unit 7	Espinosa Ranch, NM	Township 30N, Range 4W, Sections 30, 29, 28, 31, 32, and 33 Township 29N, Range 4W, Sections 6 and 5
Mestenas Unit 10	Espinosa Ranch, NM	Township 30N, Range 4W, Sections 32, 33, and 34 Township 29N, Range 4W, Sections 4 and 3
Mestenas Unit 12	Espinosa Ranch, NM & Gobernador, NM	Township 30N, Range 4W, Sections 32 and 33 Township 29N, Range 4W, Sections 5, 4, 3, 8, 9, and 10
Mestenas Unit 15	Espinosa Ranch, NM & Gobernador, NM	Township 29N, Range 4W, Sections 6, 5, 7, 8, and 18
Mestenas Unit 6	Espinosa Ranch, NM	Township 30N, Range 4W, Sections 30 and 31 Township 29N, Range 4W, Section 6
Mestenas Unit 11	Espinosa Ranch, NM & Gobernador, NM	Township 30N, Range 4W, Section 31 Township 29N, Range 4W, Sections 6, 5, and 7 Township 29N, Range 5W, Sections 1 and 12
Mestenas Unit 14	Gobernador, NM	Township 29N, Range 4W, Sections 7 and 18 Township 29N, Range 5W, Sections 12 and 13

The JWHIP is proposed to improve and restore wildlife habitat conditions within the project area to support a diverse mix of wildlife species. There is need to improve and restore the structural and species diversity to more representative of native conditions. The project area is proposed to be treated with a combination of hand and/or mechanical vegetation treatments, as well as prescribed fire. The project will not require any new road construction.

1.1.1 - Period of Contract

Unless otherwise specified during the pre-work meeting, the contractor shall meet the following schedule.

A. Records Search

1. Prior to beginning fieldwork, the contractor will complete a literature and GIS data review (see 5.1.1 below).

B. Fieldwork

1. At the end of each field session or prior to the next field session the contractor will provide the following information:
 - i. Number of acres surveyed
 - ii. Approximate location of completed survey.
 - iii. Number of new sites encountered
 - iv. Number of previously recorded sites encountered
 - v. Number of IOs
 - vi. Geospatial data of sites and IOs.
 - vii. Field copies of site forms and IO forms (forms can be handwritten but need to be legible).
2. Forest Service Archaeologist's inspections of fieldwork will be ongoing throughout the fieldwork portion of the contract. If issues are identified the Forest Service Archaeologist will communicate issues to the San Juan SWCD and the contractor. Fieldwork will be accepted or not accepted no later than 20 business days after the receipt of the final fieldwork deliverables.

C. Draft Report and Draft Site Forms – Will be completed and delivered to the shared external Box folder (created by the Forest Service Archaeologist), no later than 20 business days after the completion of fieldwork. Draft report and draft site forms should be submitted as a word document.

1. A complete draft of all deliverables is expected and includes but is not limited to IO forms, all associated maps with site forms and report., photographs, artifact analyses, geospatial data, and management recommendations. See Sections 6.2 and 6.3 for further requirements.

D. Forest Service Archaeologist's Review of the Draft Report and Draft Site Forms – Will be completed with comments and suggested changes (if necessary) delivered to the contractor in the shared external Box folder, no later than 15 business days after the receipt of the draft report and site forms.

E. Final Report - No more than three paper copies (or less if decided during the prework meeting) and both Word and PDF electronic copies of final report, site forms, and accompanying documents and data (see Sections 6.4 – 6.8 below) completed and delivered to the USFS, postmarked no later than 15 business days after the receipt of the

Forest Service Archaeologist's Draft Report Review. Digital copies of final deliverables will be submitted via the shared external shared Box folder in the format requested.

- F. The Forest Service Archaeologist will inspect and accept or reject work as appropriate at any time during the period of contract until the final report and associated deliverables are accepted. Upon rejection work will be returned to Contractor for correction. If work is accepted, then recommendation for payment will be forwarded to the San Juan SWCD.

SECTION 2 – DEFINITIONS

2.1 Archaeological Survey Definitions

2.1.1 - Site Definition: For the purposes of this survey, a site is defined as a locus of purposeful prehistoric or historic human activity. An activity is considered to have been purposeful if it resulted in a deposit of cultural material beyond the level of one or a few discarded or accidentally lost artifacts. Loci of human activity not classifiable as sites by this definition should be considered and recorded as isolated occurrences.

Heritage resources, which include at least one of the following, are here defined as sites:

1. One or more features;
2. One formal tool if associated with other cultural material or more than one formal tool;
3. An occurrence of cultural material (for example; sherds, lithic debris, historic artifacts) that contains one of the following:
 - a. consist of 30 or more artifacts of a single class within a 15 meter diameter area, OR;
 - b. more artifacts of tow or more classes within a 15 meter diameter area, OR;
 - c. one or more features in association with artifacts, OR;
 - d. two or more temporally associated features without associated artifacts, OR;
 - e. a single linear feature.

The following feature types will ALWAYS be recorded as a site, or part of a site

1. Habitation features (pithouse, roomblock, hogan, etc.)
2. Rock art
3. Isolated hearth that has been constructed using rocks, slabs, etc. should be classified as a site
 - a. Use of structural materials shows some sort of purposeful activity
 - b. Hearth that consists only of stained soil alone is not enough to warrant classification as a site and can be classified as an isolated occurrence

The boundary of a cultural resource site shall minimally include all features, formal tools, and identifiable activity areas. When determining site boundary consider utilizing a 20-meter rule. If no artifacts have been encountered within 20 meters then it is likely the edge of the site has been reached.

When determining whether recording one large site or two smaller sites consider the following:

1. Similar types of artifacts (same temporal period or cultural affiliation) that may indicate larger site
2. Artifacts indicate potential for 'sites' to be from same occupation
3. Artifacts and features from different time period(s) or cultural affiliation(s), should be separate sites when occupying distinct separate areas
4. Intermixed features and artifacts of different time period(s) or cultural affiliation(s) should be recorded as one site with multiple components

Note that culturally modified trees (sometimes known as “peeled trees”) and carved aspen trees are present on the Carson National Forest and should also be recorded as sites (except in cases where aspen carvings are isolated).

Locations of human activity not classifiable as sites by the above definitions should be considered isolated occurrences.

These criteria may be modified, where appropriate, based on a professional cultural resources specialist's judgment, and **with the prior approval of the Forest Service Archaeologist**. Any deviation from the standard definition should be discussed in the resulting cultural resource report. As a general rule, site designations are reserved in the case of historic remains for those at least 50 years old.

All sites will be recorded in their entirety, even if the boundaries go outside of the identified survey boundary – the exception to this is if the site goes onto private land. The Contractor is not to go onto private land to record site information unless private property is explicitly included in the survey area. In the event that long linear sites or other atypically large sites extend outside the survey boundary, the extent of recording will be discussed with the Forest Service Archeologist.

2.1.2 – 100% Archaeological Pedestrian Survey: For the purposes of this survey, an 100% archaeological pedestrian survey is defined as the systematic intensive inspection of the land surface using parallel transects spaced no more than 15 meters apart. Any proposed deviations from this transect interval must be identified and justified in the offeror's technical proposal. In addition, any proposed use of shovel testing during this survey must be clearly defined and justified in the technical proposal.

2.1.3 – Low Site Density Areas: An area is considered to be a low site density area if the estimated average number of cultural resources per acre is less than the average site density for the forest. For example, a high elevation area in the mixed conifer zone will generally have a low site density.

2.1.4 – High Site Density: An area is considered to have a high site density if the estimated average number of cultural resources per acre is more than the average site density of the forest. For example, the pinon-juniper zone or historic mining districts will generally have a high site density.

2.1.5 – Fire-Sensitive Sites: Fire-sensitive sites should also be identified and given management recommendations during this project, as many future management activities may include prescribed burns. According to the Region 3 Programmatic Agreement, the following site types are considered sensitive to fire:

- A. Historic sites with standing, or down wooden structures or other flammable features or artifacts
- B. Rock art sites (depending on rock type, exposure, fuel type, and fuel loading)
- C. Cliff dwellings
- D. Prehistoric sites with flammable architectural elements and other flammable features or artifacts
- E. Prehistoric sites with exposed building stone of soft or porous material such as volcanic tuff
- F. Culturally modified trees, including aspen art and peeled/scarred trees
- G. Certain traditional cultural properties (based on consultation with tribes)

Other Project-Specific Fire-Sensitive Sites:

- A. Other sites, based on local field conditions and Forest-specific concerns
- B. Other sites, based on consultation with SHPO staff
- C. Other sites, based on consultation with fire management staff, fire behavior specialists or fire effects researchers

2.2 STANDARD DEFINITIONS

2.2.1 - Acceptable Quality Level (AQL): The maximum allowable deviation from perfect performance that may occur before the Government will invoke payment deduction. An AQL does not allow a contractor knowingly to offer defective service, but limits reduced payment to circumstances in which defective performance results in a measurable reduction in the value of services rendered.

2.2.2 - Defective Service: A unit of service, which contains one or more defects, or nonconformance with specified requirements.

2.2.3 - Performance Standards: Identifies the key service outputs of the contract that will be evaluated by the Government to assure contract performance standards are met by the contractor.

2.2.4 - Quality Control Plan: Those actions that will be taken by a contractor to control the performance of services so that they meet the requirements of the Statement of Work.

2.2.5 – Business Day: For the purpose of this solicitation/contract, a business day is defined as a day which falls between Monday through Friday.

SECTION 3 – FOREST SERVICE FURNISHED PROPERTY, MATERIALS, SERVICES

3.1 Forest Service Furnished Property

Upon award, the Government shall furnish to the contractor the following listed property and supplies, referred to as “Government-Furnished Property”. The Carson National Forest will supply this property.

- A. GIS shapefiles or geodatabase for project boundaries; and additional GIS information as necessary.
- B. Blank geodatabase or shapefiles to ensure GIS data is consistent with the Carson National Forest format.
- C. Blank Form R3-FS-2300-4, Inventory Standards and Accounting Form.
- D. Blank Isolated Occurrence recording form and or Isolated Occurrence table.
- E. Assigned Forest Service report number and site numbers.
- F. Forest Service gate key and combinations for access to survey areas.

SECTION 4 – CONTRACTOR FURNISHED CRITICAL ITEMS /SERVICES

4.1 Contractor Furnished Property

- A. Fluorescent blue flagging or tape to mark site boundaries and site datums.
- B. Site tags and nails.

SECTION 5 – PERFORMANCE WORK STATEMENT TASKS AND CRITICAL SUBTASKS

5.1 Intensive Survey

The contractor will be required to survey all the project area acres according to USDA Forest Service National Heritage Program Management Handbook and the USDA Forest Service Region 3 Cultural Resources Handbook and the following specifications.

This requires pedestrian survey on the Jicarilla Ranger District, Carson National Forest by systematic intensive (100%) inspection of the ground surface using compass-controlled parallel transects spaced no more than 15 meters apart. The field director may use their professional discretion to exclude potentially unsafe areas from the survey coverage, provided the **Forest Service Archeologist is consulted**. It is at the discretion of the Forest Archaeologist for areas

with slopes greater than 40 percent not be required to be excluded from 100% pedestrian survey. However, acreage with greater than 40 percent slope should be visually inspected for the potential of caves, rockshelters, rock art, mining features, or other site types known to occur on steep slopes that have the possibility to be adversely effected by project activities. Non-surveyed areas will be documented in the project report and reflected on the project survey map.

5.1.1 - Records Search - Prior to conducting the fieldwork, the contractor shall review all available publications, manuscripts, site records, state files, Forest Service files, and any additional materials pertinent to the project region to become familiar with the history of archaeological work and site documentation for the project area.

At a minimum, this includes the inspection of the Carson National Forest site and survey spatial data; records of Forest Service facilities that may be greater than 50 years in age; GLO plats; the NMCRIS files available through the New Mexico Department of Cultural Affairs; and all survey reports and records available at the Carson National Forest Supervisor's Office or appropriate district office that deal with previous fieldwork in the vicinity of the project area.

5.1.2 - Locate, identify, and describe/document **all** heritage resource sites and isolated occurrences which can reasonably be detected from an inspection of the ground surface. Potential Traditional Cultural Properties (TCPs) shall be referred to the Forest Service Archeologist for further evaluation.

5.1.3 - Locate, identify, and describe/document **all** previously recorded heritage resources sites which have been determined eligible, or which have not received an eligibility determination and which, can reasonably be detected from an inspection of the ground surface. Any site, which has been previously determined to be not eligible, **with documented concurrence of the NM SHPO**, will not be updated.

5.1.4 – Survey Velocity - As specified in NMAC 4.10.15, p. 5:

The amount of area surveyed including recording time should not exceed a rate of 30 acres per person per eight hours of survey calculated for the survey project as a whole and not daily. Terrain and the number and complexity of cultural resources influence survey velocities. When survey velocities are greater than this standard, include an explicit explanation in the survey report.

The Forest Service Archeologist will evaluate the explanation and results of the survey and may request that the survey or portion of the survey be re-inventoried if the justification is inadequate.

5.1.5 – Performance Standards – Intensive Survey: The contractor shall conduct a complete 100% pedestrian survey utilizing 15 meter or less transects of the entire project area in the manner specified in the USDA Forest Service National Heritage Program Management Handbook and the USDA Forest Service Region 3 Cultural Resources Handbook.

5.1.6 - Acceptable quality level: 100% compliance with the USDA-Forest Service Region 3 Cultural Resources Handbook.

5.1.7 - Means of measurement: An arbitrary random field inspection on a maximum of 10% of the survey area by the Forest Service Archaeologist; review of weekly progress reports; and the review of the contractor's Quality Control Plan records. The results of the field inspection may result in a request for raw GPS data collected during field inventories. Raw GPS data must be provided upon request.

5.2 Site Recording

At a minimum the contractor shall record all heritage resource sites located in the project area in accordance with the USDA Forest Service National Heritage Program Management Handbook, and the USDA Forest Service Region 3 Cultural Resources Handbook and State of New Mexico, Historic Preservation Division, Archaeological Resources Management Section guidelines and standards, particularly the User's Guide to The New Mexico Cultural Resource Information System Guidelines for Submitting Cultural Resource Records.

All sites will be recorded in their entirety, even if the boundaries go outside of the identified survey/project area boundary. The exception to this is if the site goes onto private land or the site is a long linear site that extends outside the contracted survey boundary. The Contractor is not to go onto private land to record site information unless private property, unless given explicit direction that permission has been granted to the Forest Service to do so. If long linear sites or other atypically large sites extend outside the survey boundary, the extent of recording will be discussed with the Forest Service Archeologist.

5.2.1 - Site Documentation

Site documentation will adhere to the following:

A. Numbering

1. The Forest Service AR site number will be used as the primary site identifier (i.e. in text, site narratives, tables, maps, etc.).
2. Laboratory of Anthropology (LA) site numbers will be assigned after the Forest Service Archeologist has reviewed the draft site forms at the completion of the fieldwork.

B. Datum

1. A datum tree or other convenient, fairly permanent object, such as a fence post, will be established as near as possible to the center of the site or next to a prominent feature of the site.
2. An aluminum tag with the site number will be attached to the datum at the base and on north side of tree with an aluminum nail.
3. The site datum will also be identified by placing three bands of white flagging around or on it. This marking system is not always possible at each site. Any deviation from this system should be discussed with the Forest Service Archaeologist and documented on the site form and in the report.
4. The datum spatial coordinates, location, and description will be included in the site form. A photograph of the datum will be included in the site photo record.
5. If a site is in a location with no suitable object near the center to act as a datum an object on the boundary or within 10 meters of the boundary may be used. If there are no suitable objects within that distance no tag will be required. In these instances,

spatial coordinates will need to be taken for the location of the tagged object and at the center of the site. An explanation of why this action was taken will also need to be included in the site form.

C. Site Boundary

1. The boundary of a cultural resource site will minimally include all features, formal tools, and identifiable activity areas. When determining site boundary, consider utilizing a 20-meter rule. If no artifacts have been encountered within 20 meters, then it is likely the edge of the site has been reached.
2. The site boundary will be marked with blue flagging tape in such a manner that a person who has not previously seen the site can easily identify it.
3. Flagging on trees on the perimeter of the site should be inter-visible and not obscured by branches or foliage.
4. Site boundaries marked on the ground should correspond to the boundaries as mapped.

D. Spatial (GPS) Data

1. The spatial data of all sites will be recorded using a suitable hand-held GPS unit.
2. GPS units will record data in the UTM Zone 13N, NAD 1983 coordinate system.
3. GPS units will have an accuracy of 5 meters or less.
4. Spatial data collected at each site will include the boundary in polygon geometry format, the datum in point geometry format, and features in point, line, or polygon geometry format.

E. Mapping

Include the following on each site plan map if applicable:

1. Accurately depict and label all recorded features and key them to descriptions in the site form.
 - a. UTM locations of features along linear sites such as railroads and historic trails should be listed in the site form and referenced on the map.
2. Identify artifact concentrations and, if applicable, artifact sample units.
 - a. These locations should be referenced and described in relevant sections of the site form such as the narrative and/or the artifact analysis section but not as features.
3. Identify the locations of key diagnostic artifacts and key them to descriptions in the site form.
4. Accurately show the locations of all subsurface probes and key them to descriptions in the site form.
5. Show the extent of previous disturbances and impacts to the site, including, but not limited to, natural gas well pads, access roads, pipeline corridors, electrical lines and poles, 2-track roads, erosion control structures, fences, wildlife habitat improvement structures, modern hearths, and collector's piles.
6. Show extent of proposed project area/disturbance, if applicable. Map must show disturbance area relative to site boundary or have arrow and distance measurement if scale of map does not allow for depiction.

F. Photographs

Digital photographs *will* be taken of all sites. The photographs will be printed on a photo record which is a component of the final site record.

1. One photograph, at minimum, will be a site overview and include the marked datum tree.

2. Photograph all key diagnostic artifacts with a scale. A drawing can also be done of diagnostic artifacts. Key each diagnostic artifact to the site map and the site form.
3. Photograph all features with a scale. A scale drawing of features can also be done where appropriate.

G. Artifacts

1. Artifact counts (+/- 10 items) if the estimated frequency of items in any artifact class or the total assemblage is less than 100 items.
2. Describe all key diagnostic artifacts in the site form.
3. If artifact assemblages are large and/or extensive (>100), 1 (or more) sample units can be designated instead of counting and classifying all artifacts.
 - a. Artifacts within the sample unit(s) will be 100% recorded on site form.
 - b. Sample unit(s) will be described in text and locations recorded on associated site maps and a rationale for how sample units were selected will be described in the site form and in the methodology section of the report.
 - c. An estimate of total artifact counts must also be included.

H. Historic Sites

All historic period sites (i.e., can dumps, homesteads, cabins, etc.) will have a representative sample of diagnostic artifacts documented.

1. Maker's marks, detailed sizes, and types will be listed and counted and a few artifacts with specific assignable dates will be photographed illustrating diagnostic elements.
2. The representative sample will include examples of each diagnostic artifact type present. Aside from a count, it is not necessary to document multiple examples of the same diagnostic artifact type.
3. This information and the photographs should be an integral part of the site form and not simply attached as an appendix to the report.
4. Types of historic sites and exceptions to how historic sites are recorded on the Jicarilla Ranger District, Carson National Forest will be discussed in the pre-work meeting.

I. Management Recommendations

All site narratives will include management recommendations.

1. **Assessment of fuel types and loads at sites, site fire sensitivity, and site protection measures during vegetation thinning and prescribed burning activities is required.**
2. If sites are located within a road, assessment of road impact, and assessment of impacts of routine road maintenance will be included.
3. During the pre-work meeting, a list of proposed project activities will be given to the contractor to enable them to write appropriate management recommendations.

J. Site Record

All sites will be documented on a CNF Site Form (a modified version of the NM LA site form).

A final and complete site record requires the following components, *at a minimum*:

1. CNF site form (provided by the Forest Service Archeologist)
2. Location Map
3. Plan Map
4. Photo Record (template provided by the Forest Service Archeologist)

K. Data Entry

1. The Forest Service Archaeologist will complete all data entry and updates to their corporate NRM database. Contractor is required to deliver final GIS data and site records, on typed CNF forms in a digital (word and pdf) and hard copy format that is considered acceptable for subsequent data entry as determined by San Juan SWCD and the Forest Service Archaeologist.
2. The Contractor is required to complete all data entry to the NMCRIS database.

5.2.2 - Previously Recorded Sites

All previously recorded sites in the project area, some of which are outside of the delineated survey areas, will be assessed and updated as appropriate during this survey.

- A. This contract requires the contractor to verify the location and description of previously recorded sites within the survey/project area. These sites will require, at a minimum, a completed site update form (CNF form), including photographs. New GPS readings of the site boundary and datum are required, if the site has not been visited in the last three (3) years then it is also required that new GPS data is taken for features. If the previous documentation is inaccurate or of poor quality or if the Carson National Forest files do not contain all site record components (CNF form, location map, plan map, photo record), a complete site re-recording must be completed in accordance with Section 5.2.1.
- B. Previous NRHP eligibility determinations should reference NM SHPO HPD log number and date of SHPO comment.

5.3 - Limited Subsurface Probe

Limited subsurface probes may or may not be authorized for the contract. This will be discussed at the prework meeting. Limited subsurface probes are defined as limited auguring, trowel or shovel probes. Limited subsurface probes will be conducted to verify the absence or presence of cultural deposits in support of making a recommendation for a site's NRHP eligibility. Probes will be designed to meet these objectives without substantially damaging or diminishing the integrity of the cultural deposits and features. If intact cultural deposits, features, etc. are encountered, testing will stop in the area of the discovery and the results will be documented. For unevaluated sites, these limited probes are part of the inventory process. Limited probes to support a determination of eligibility does not require pre-consultation with the State Historic Preservation Office or tribes. Limited probes may not serve as mitigation.

- A. Do not probe features. Test only to determine if deposits are cultural, and only when not sure.
- B. Any probes beyond that described above is considered formal testing and is not authorized, nor required, as part of this Statement of Work.
- C. Probe documentation will be included in the report and on the LA forms in either narrative or tabular format, and must include the following:
 1. Rationale for testing,
 2. Type of testing conducted (shovel, trowel, auger),
 3. GPS all individual test locations
 4. Depth of tests

5. Soils encountered
 6. Cultural materials, if any, encountered. Document and replace any materials in probe.
- D. Site maps must also include test locations keyed and numbered to match site form and report narratives.

5.4 – Site Eligibility

Evaluate each site and make a recommendation regarding its eligibility to the National Register of Historic Places using all criteria listed in 36 CFR 60.6, USDI-National Register Bulletin 15, and provide all appropriate site, feature, and artifact documentation as required by the New Mexico State Historic Preservation Office as justification for a determination of eligibility.

For precontact sites, subsurface testing using a minimum of six trowel/shovel/hand auger tests in an artifact concentration or site boundary must be completed with negative results and a brief description of soil depth based on the tests before a site can be called “Not Eligible.”

The New Mexico Historic Preservation Division requirements are detailed in the NMAC 4.10.15 (Standards for Survey and Inventory) and provided below:

4.10.15.16 EVALUATION AND STATEMENT OF SIGNIFICANCE: Evaluate each property identified during the survey in conformance with this section and document in the technical report and on the LA archaeological site record or HCPI form. Depending on the complexity and scale of the project, present evaluations in both narrative and tabular form.

A. Apply the criteria for integrity and significance to evaluate each property over 50 years old identified during the survey pursuant to 36 CFR Part 60.4. Identify the property as a district, site, building, structure or object. Indicate whether the property should be listed on the state register or should be determined as eligible for national register listing. Properties less than 50 years old should be evaluated if it is apparent that they will be eligible for the state or national registers within 5 years of the date of survey. Properties less than 50 years old that may be eligible for inclusion in the national register based on exceptional significance should be evaluated using national register criteria consideration G. If a property has been previously nominated for either the state or national registers, discuss the register status of the property.

B. Significance statement. Prepare a clear statement of significance for each archaeological site, historic structure or building, or other cultural property identified during the project. Indicate the level of significance as local, state or national and include in the technical report.

(1) If the cultural property is recommended as not significant or not eligible for listing, provide a clear discussion and complete documentation to support the recommendation. For archaeological sites, the discussion shall demonstrate that the site has been thoroughly studied, that surface artifacts and features have been recorded and that sufficient subsurface tests have been performed to support a

conclusion that the site is unlikely to contribute important information. The lack of subsurface deposits is not in itself sufficient to support a recommendation that a site is not significant or not eligible. If the cultural property is from the historic period, provide basic archival documentation to augment field information and support the significance evaluation.

(2) If the cultural property is recommended as significant or eligible for listing, provide evidence supporting its significance including reference to historic contexts and scholarly research in the region. Include a specific, evidence-based argument, linked to specific research topics and characteristics (historic values) observed. The recommendation shall be documented on the LA archaeological site record, HCPI form or other HPD-approved inventory form. For archaeological sites provide detailed descriptions of the types and numbers of surface artifacts and the types and numbers of features visible on the surface or in arroyos or road cuts. The presence of a large artifact scatter or the potential for subsurface deposits is not sufficient information to support an eligibility recommendation without additional discussion. If the cultural property is historic, include the results of archival research to support the evaluation.

(3) Survey data alone may not be sufficient to evaluate the property. For archaeological sites, it may be necessary to conduct more extensive test excavations, beyond survey-level study and limited tests, to gather sufficient information to evaluate the specific research potential to support a recommendation for listing or not listing the property on the state or national registers. Additional archival research and detailed documentation may be necessary to evaluate the specific potential and criteria for historic structures, buildings and engineering features. Provide a clear explanation that details the need for additional information. Document the recommendation on the LA archaeological site record, the HCPI form or other HPD-approved inventory form. [4.10.15.16 NMAC - N, 1/01/06]

In addition, the First Amended Programmatic Agreement (PA) Appendix B stipulates properties that may be considered eligible under the agreement. If using Appendix B, it must be referenced in Section 4 of the LA Site Form.

...the following types of heritage resources, provided they are 50 years old or older and clearly retain integrity, may be considered eligible for the National Register of Historic Places under criterion (d)....:

- *Properties with clear evidence for the presence of structures (historic structures, pueblos, pithouses, teepee rings, etc.)*
- *Properties with hundreds of surface artifacts*
- *Properties with clearly visible evidence of buried cultural deposits*
- *Properties with rock art*
- *Properties that clearly meet the National Register listing requirements in State historic contexts, existing multiple-property contexts, or SHPO-approved Forest-level historic contexts*

5.5 - Native American Graves Protection and Repatriation Act Notification: The contractor shall provide strict compliance with all Native American Graves Protection and Repatriation Act (NAGPRA) regulations as they apply to the inadvertent discovery of Native American human remains or cultural items.

Upon the inadvertent discovery, the contractor shall provide **immediate** telephone notification of the discovery to the Forest Service Archaeologist; the contractor shall provide a **precise coordinate location** of any human remains observed. The contractor shall provide written confirmation of the inadvertent discovery to the Forest Service Archaeologist within **five days** of the discovery.

5.6 – Tribal Consultation: The Forest Service will conduct all government-to-government tribal consultation.

5.7 – Performance Standards – Site Recording

The contractor has recorded all sites in accordance with the above specifications, the USDA Forest Service National Heritage Program Management Handbook, the USDA Forest Service Region 3 Cultural Resources Handbook, and the State of New Mexico, Office of Cultural Affairs, Historic Preservation Division, Archaeological Resources Management Section Guidelines and Standards for Site Recording. Complete and Legible **handwritten CNF site forms will be accepted as drafts, but final site forms must be typed CNF Forms in both PDF and Word document format.**

5.8 - Acceptable quality level: 100% compliance with the above specifications; the USDA Forest Service National Heritage Program Management Handbook, the USDA Forest Service Region 3 Cultural Resources Handbook, and the State of New Mexico, Office of Cultural Affairs, Historic Preservation Division, Archaeological Resources Management Section Guidelines and Standards for Site Recording.

5.9 - Means of measurement: A field inspection of a minimum of four sites and maximum of 10% of the newly recorded sites and/or previously recorded sites; review and verification of the contractor's draft site forms; and review of the contractor's Quality Control records. If the inspection show that sites were not recorded in accordance with section 5.2.1 of this contract, field inspections of up to an additional 10% of sites may be conducted. The results of the field inspection may result in a request for GPS data collected for sites during field inventories. GPS data must be provided upon request.

5.10 - Recording Non-Site Cultural Remains

When an isolated occurrence (IO) is encountered, it shall be accurately located using a GPS device and plotted on the appropriate 7.5 minute USGS map in the same manner as described for site locations.

1. IOs shall be briefly documented on the Carson National Forest IO form, including the area of artifact dispersal (when applicable), artifact type, frequency, and photographs with scale of diagnostic artifacts, unusual material, groundstone and/or features.

1. Detailed plan view maps are not required.
2. The IO table provided by the Forest Service may be used in lieu of individual IO forms.
3. GIS/spatial data deliverables for isolate locations can be depicted as polygon or point geometry.
4. In consultation with the USFS, there are some instances where isolated features may be recorded as IOs (i.e. isolated check dams, non-diagnostic linear rock alignments, prospector's pits, etc.). Further exceptions will be discussed at the pre-work meeting.
5. Feature descriptions (which should include dimensions) and photographs should be recorded for all features.

5.10.1 Performance Standards – Recording Non-Site Cultural Remains

All isolated occurrences that were encountered during the survey have been documented on IO recording forms or IO table; diagnostic artifacts, lithic and ceramic, have been photographed and sketched and the IO location has been plotted on the appropriate topographic map.

5.10.2 - Acceptable Quality Level

One hundred percent documentation of encountered isolated occurrences.

5.10.3 - Means of Measurement

An arbitrary random field inspection by the Government, the verification of the contractor's Quality Control Plan records, and the data documented in the contractor's report. The results of the field inspection may result in a request for raw GPS data collected for IOs during field inventories. Raw GPS data must be provided upon request.

5.11 - Collections

Except as otherwise noted, thorough documentation of cultural materials shall be made in the field. Any collections must be approved in advance by the USFS COR, and may be made only in the following instances:

- A. The collection is absolutely necessary to adequately assess the resource,
- B. Especially rare or sensitive temporal indicator artifacts are encountered.
- C. C. When collection is necessary and approved, the artifact will be point provenienced to a permanent datum established by the contractor and the location of the artifact recorded using GIS the NAD 83 CONUS datum and the appropriate UTM zone and shown on the site map. Collected artifacts will be photographed in situ prior to removal, and a durable marker left at the collection location. All collected materials shall be analyzed and discussed in the final report. Arrangements for the curation of the collected artifacts will be the responsibility of the contractor and, as such, the contractor will be required to have a curation agreement with an appropriate New Mexico repository for these purposes. All collections remain the property of the United States Government.

SECTION 6 - DELIVERABLES

During the period of actual on the ground survey performance:

6.1 Weekly or Session Progress Reports

- A. Submit at the end of each week or session of fieldwork.
- B. At the end of each week or field session the contractor will provide the following information to the Forest Service Archeologist:
 - 1. Number of acres surveyed;
 - 2. Approximate location of completed survey;
 - 3. Number of new sites encountered;
 - 4. Number of previously recorded sites encountered;
 - 5. Number of Ios;
 - 6. Geospatial data of sites, and raw transect data and IOs, and;
 - 7. **Field copies of site forms (forms can be handwritten but need to be legible).**

After fieldwork is complete, the contractor will provide the following deliverables.

6.2 Draft Site Forms

- A. Provide one digital copy of each of the following items:
 - 1. All draft site records in Word format (CNF form, plan map, and any other form).
 - 2. All IO forms or IO table in word format.
 - 3. Draft topographic maps (1:24,000 scale) showing all site and IO locations.
- B. Spatial/GIS data for survey, sites, and IOs in CNF geodatabase format.
- C. Quality Control Plan narrative and all forms utilized to assure the quality of the survey and recording meets the standards set forth in the Statement of Work.
- D. Do not obtain State of New Mexico SHPO numbers (NMCRIS/LA numbers) for the sites or the reports until all comments and corrections received from the USFS review of fieldwork deliverable have been completed within the draft site forms and report.

6.3 Draft Report

- A. One digital copy of the draft report in WORD form which describes, in narrative format, the survey location, methodology, management recommendations (narrative and tabular), and results. The report will be used for National Historic Preservation Act, Section 106 consultation between the USDA Forest Service and the New Mexico State Historic Preservation Office and as such, will provide sufficient information with which to conduct these procedures.
- B. The contractor will use a Carson National Forest report number (will be assigned at beginning of project by CNF). The contractor is required to register the project with the New Mexico Cultural Resource Information System, Historic Preservation Division (NMCRIS) and obtain a NMCRIS activity number.
- C. The report must include the following per the USDA Forest Service National Heritage Program Management Handbook (FSH 2309.12):
 - 1. Inventory purpose, need, and location
 - 2. Results of existing data review

3. Description of the area inventoried, including boundaries
 4. Survey methods including an estimate of the extent of survey coverage
 5. A record of the precise location of all cultural resources identified
 6. Updated information on any previously recorded cultural resources in the inventoried area
 7. Information on the appearance, significance, integrity, and boundaries of each property
 8. An assessment of the effect(s) of the proposed undertaking on cultural resources
 9. Artifact catalogues
 10. Maps, drawings, and photographs.
- D. The report will also include a culture history specific to the project area. The cultural context should provide enough specificity to adequately evaluate the range of site types identified in the project area.
- E. The draft report must be accompanied by the following:
1. One copy of each complete site record (CNF site form, location map, plan map, photo record, fuel load assessment form) with previously requested corrections and comments addressed.
 2. One copy of each IO form or IO table with previously requested corrections and comments addressed.
 3. Topographic maps (1:24,000 scale) including Township, Range and Sections, showing all site and isolated occurrence locations with previously requested corrections and comments addressed.

6.4 Final Report

- 6.4.1 No more than three paper copies (or less if decided during the prework meeting) and both MS Word and PDF of the final report which describes, in narrative format, the survey location, methodology, management recommendations (narrative and tabular), and results. The report will be used for National Historic Preservation Act, Section 106 consultation between the USDA Forest Service and the New Mexico State Historic Preservation Office and as such, will provide sufficient information with which to conduct these procedures.
- 6.4.2 The final report must be accompanied by the following:
- A. One copy of the Quality Control Plan
 - B. Three hard copies of each of the following items (or as decided during prework meeting):
 1. Complete site records (CNF site form, location map, plan map, photo record, and other forms)
 2. All artifact recording forms, with diagnostic artifact drawings
 3. Isolated occurrence forms, with diagnostic artifact drawings, and all other appropriate recording forms
 4. All GIS-prepared 7.5-minute (1:24,000 scale) USGS topographic maps clearly showing the locations of all new and previously recorded cultural resources, the

survey boundaries, and the project location including Township, Range and Sections.

C. Digital Files:

1. Final report in Microsoft Word and PDF formats.
2. Final site records in Microsoft Word format and PDF formats. PDFs will include the site form and all associated site materials in a single PDF and be labeled: **0302DDXXXXX_LAXXXXXX_date of field visit** (in YEARMMDD format). 03 = Region, 02 = Carson NF, DD = Ranger District: 01 = Canjilon, 02 = El Rito, 03 = Jicarilla, 04 = Camino Real, 06 = Tres Piedras, 07 = Questa.
3. Final isolated occurrence table in Microsoft Word/Excel format. Also, table will be included within the body of the report.
4. PDF copies of all site location and site plan maps.
5. Spatial/GIS data for project (surveyed area, unsurveyed area, and project boundary), for sites (boundary, datum, features), and for IOs in CNF geodatabase format.
6. Digital photographs with photo log.
7. Copies or originals of crew field notes/logs.

6.5 Site Forms

- 6.5.1. All forms must be typed Carson National Forest (CNF) forms. CNF site forms will be provided to the contractor.

6.6 Maps

- 6.6.1 All site locations will be marked on the topographic maps at a scale of 1:24,000 or 7.5' including Township, Range and Sections, in accordance with standards set forth in the USDA Forest Service National Heritage Program Management Handbook and the USDA Forest Service Region 3 Cultural Resources Handbook.
- 6.6.2. Maps may be larger than standard size (8 ½" x 11") pages as necessary to accurately depict locational information for the project, sites, and IOs.
- 6.6.3 All topographic maps included in the report will contain a heading in accordance with the standards set forth in the USDA Forest Service National Heritage Program Management Handbook and the USDA Forest Service Region 3 Cultural Resources Handbook.
- 6.6.4 Sites numbers on maps will include both FS Site number and LA number.

6.7 Report Production

- A. The pages must be unbound and standard size (8 ½" x 11"). Maps and tables may be larger than 8 ½" x 11" as necessary.
- B. The cover and title page will carry the statement that the work was "Prepared for the USDA Forest Service, Carson National Forest, New Mexico" and will clearly show the Carson National Forest report number **as assigned**.

- C. The Forest AR site numbers will be used as the primary site identifiers (i.e. in text, site narratives, tables, maps, spatial data, etc.).**
- D. All hand prepared pages such as maps and drawings must be of professional quality and legible when reproduced in black and white.
- E. Offset printing or high-quality photocopying will be acceptable for the text. The report must be clean and suitable for reproduction.
- F. The various recording forms and the topographic maps showing project and cultural resource locations should be originals.
- G. The report will be returned to the contractor if there are editorial or typographic errors, reproduction or production flaws, format/content discrepancies or any other problems, which cause it to be of less than professional quality.**
 - 1. Any additional costs to bring the report to acceptable quality will be at the contractor's own expense.
- H. In addition to the three copies of the written final reports and supporting documents, a copy of the final report and all accompanying forms and photographs will be submitted in digital format (in shared external box folder) in Microsoft Word and PDF format.
 - 1. Electronic files will also include PDF copies of all site location maps and site plan maps.
 - 2. Electronic files will also include spatial/GIS data for project (surveyed area, unsurveyed area, and project boundary), for sites (boundary, datum, features), and for IOs in CNF approved format.
- I. Any sites, features or artifacts discussed in the body of the report must have photos and could also have quality illustrations included with the description as an integral part of the report and NOT in a separate appendix.
- J. All spatial data (maps, site geodatabase, IO locational data, etc.), site forms, photographs and any project related documentation shall be provided in usable/editable electronic format. **All written text and forms must be in Microsoft Word and PDF format.**

6.7.1 – Performance Standards – Report

The contractor provides a report that is in accordance with the standards set forth in the USDA-Forest Service Region 3 Cultural Resources Handbook.

6.7.2 - Acceptable quality level: Clear, concise, proper grammar and format, and contains all required Government data.

6.7.3 - Means of measurement: 100% review and verification of the contractor's records data and report.

6.8 - Quality Control Plan

6.8.1 – The contractor shall prepare a written Quality Control Plan (QCP) pursuant to the requirements of the Statement of Work (SOW). This is not the same as the Quality Assurance Surveillance Plan prepared by the Government. The QCP sets forth in a narrative format the procedures, guidelines, personnel and documentation that the contractor will use to assure that the work performed under the contract meets the requirements of the standards set forth for this contract. The QCP shall include weekly or session progress reports submitted to the COR or the COR's technical advisors identifying areas surveyed and heritage resources identified to date, and a hard copy will be submitted with the draft site forms and related material and included with the final report documenting how the QCP was used to ensure satisfactory work accomplishments and performance under the SOW.

SECTION 7 – GOVERNMENT PUBLICATIONS/INDUSTRY STANDARDS/ STATE STANDARDS/GOVERNMENT STANDARDS/TECHNICAL EXHIBITS

7.1 - R-3 FSH - 5/87, FSH 2309.24 – Cultural Resources Handbook, USDA-Forest Service, Region 3.

7.2 - 36 Code of Federal Regulations Part 60

7.3 - NRB 15 - 8/95, USDI, National Register Bulletin 15, How to Apply the National Register Criteria for Evaluation

7.4 - OCA/HPD/ARMS 93-101 Rev.1.0 – 7/93, State of New Mexico, Historic Preservation Division, Archaeological Records Management Section, New Mexico Cultural Resource Information System, Guidelines For Submitting Archaeological Records.

State of New Mexico, Department of Cultural Affairs, Historic Preservation Division, - 11/2013 (Draft Release 2013.1) User's Guide to The New Mexico Cultural Resource Information System, Guidelines For Submitting Cultural Resource Records.

State of New Mexico, Department of Cultural Affairs, Historic Preservation Division, - NMCRIS User's Guide Appendix A: Instructions for Completing the LA Site Form

ARMS Note 2, Site Not Relocated – 5/09, State of New Mexico, Historic Preservation Division, Archaeological Records Management Section

7.5 - 1991, Native American Graves Protection and Repatriation Act, 43 Code of Federal Regulations Part 10.

7.6 - Disposition of Collections and other Investigation Documentation

All material and data produced by the contractor in performance under this contract, or in work in support thereof, are, and shall be, the sole property of the United States Government; unlimited rights in ownership, usage, and equity for such materials and data, and shall be, transferred with reservation to the United States Government. Materials include, but are not limited to the following items: manuscripts, outlines, abstracts, field notes, artwork (including maps, sketches, charts, tables, and related overlays), photography (including negatives, digital imagery, transparencies, prints, and microfiches), collected artifacts, and data sheets. The final report will be distributed to interested parties by the government.

The contractor may use the archaeological data resulting from this survey for future research purposes. However, the contractor agrees to provide two copies of any manuscripts, reports, and publications pertaining to the survey to the Carson National Forest Archeologist and to acknowledge that the State of New Mexico funded the work.

SECTION 8 – DELIVERIES OR PERFORMANCE

8.1 - Period of Performance

The period of performance of this contract is from 3 days after Issuance of Notice to Proceed (INP) through September 3, 2024.

8.2 - Period of Contract

The contractor will be required to meet the following schedule:

- A. Fieldwork – All fieldwork will be completed by **May 16, 2024** unless the time frame has been renegotiated prior to the INP. Fieldwork may be completed in as many sessions as needed and as weather permits prior to **May 16, 2024**.
- B. Weekly progress reports - Will be submitted at the **end of each week or work session** of fieldwork.
- C. Within **14 calendar days** of the completion of fieldwork, the contractor shall deliver to the Forest Service Archeologist photocopies of all draft site forms, site sketch maps, topographic field maps showing site locations and all electronic GIS data showing site boundaries, feature locations and datums and all documentation related to the Quality Control Plan (QCP). Additionally, raw GPS data may be requested to verify contractor's QCP.
- D. Forest Service Archeologist Review of Draft Site Forms, Quality Assurance Inspections and QCP – Will be completed with comments and suggested changes (if necessary) and delivered to the contractor, postmarked **no later than 30 calendar days** after the receipt of the draft forms, site sketch maps, and topographic field maps showing site locations and all electronic GIS data showing site boundaries, feature locations and datums.

- E. Draft Report – Will be completed and delivered to the Forest Service Archeologist, postmarked **no later than 30 calendar days** after receipt of the Forest Service Archeologist Draft Site Form Review and Quality Assurance Inspection results.
- F. Forest Service Archeologist Review of Draft Report – Will be completed with comments and suggested changes (if necessary) delivered to the contractor, postmarked **no later than 21 calendar days** after the receipt of the draft report.
- G. Final Reports – Must be completed and delivered to the Forest Service Archeologist, postmarked **no later than 15 calendar days** after the receipt of the Forest Service Archeologist Draft Report Review.
- H. QCP report - Will be submitted with the draft site forms and related documentation and the final report.

Schedule of Performance

Task	Timeframe (per PWS)	Dates
Notice to Proceed		September 6, 2023
Fieldwork		Completed by May 16, 2024
Weekly/Session Progress Reports	Submit at end of each week/session of fieldwork	Weekly/Session
Submission of DRAFT site forms	Within 14 calendar days of completion of fieldwork	May 30, 2024
Forest Service review of DRAFT site forms	Postmarked no later than 30 calendar days after receipt of DRAFT forms, maps, etc.	June 29, 2024
DRAFT report	Postmarked no later than 30 calendar days after receipt of Forest Service review of DRAFT site forms	July 29, 2024
Forest Service review of DRAFT report	Postmarked no later than 21 calendar days after receipt of DRAFT report	August 19, 2024
FINAL Report & Quality Control Plan report	Postmarked no later than 15 calendar days after receipt of Forest Service review of DRAFT report	September 3, 2024

SECTION 9 – CONTRACT ADMINISTRATION DATA

Payments Procedure

The San Juan SWCD will authorize payments as follows:

A. Item/Description.

1. Completion of fieldwork and completion and receipt of copies of draft site forms, sketch maps, topographic maps, and all GIS data related to sites and survey progress, QCP, and raw GPS data if requested. Upon acceptance of work by the Forest Service Archaeologist (within 3 weeks of receiving deliverables): 60% of contract price will be paid on receipt of an approved invoice to San Juan SWCD.
2. Completion of draft report (delivery of all forms, photographs, maps, etc.) and upon acceptance of the work by the Forest Service Archaeologist (within 3 weeks of receiving deliverables): 20% of contract price will be paid on receipt of an approved invoice to San Juan SWCD.
3. Completion of three unbound copies of the final report, all corrected site forms, photographs, maps and GIS data in electronic/digital format, and final QCP and acceptance by the Forest Service Archaeologist (within 2 weeks of receiving deliverables): The remaining 20% of the contract will be paid on receipt of an approved invoice to San Juan SWCD.
4. Contractor will be responsible for preparation and submission of the invoice to San Juan SWCD. It shall contain the Contract Number, Vendor Identification Number, company name and address, and the specific line items that are being billed.

SECTION 10 - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

See the AGAR; 452.215-71, Instructions for the Preparation of Technical and Business Proposals

A. Price Proposal

B. Technical Proposal

- 1. Past Performance of the firm**
- 2. Personnel Qualifications**
- 3. Prior Experience of the firm.**
- 4. Qualifications of the firm.**
- 5. Technical Approach**
- 6. Quality Control Plan**

SECTION 11. EVALUATION FACTORS FOR AWARD

Past performance will be evaluated as follows:

- A. Past performance will receive the majority of the non-cost factors ratings. Sub factors A, B, C, and D (C will not be considered if this solicitation is for FFP) are of equal importance. The criteria for a rating of excellent is described with each sub factor and is included with the copy of the past performance ratings form.
- B. Assessment of the offerors past performance will be one means of evaluating the credibility of the offerors proposal, and relative capability to meet performance requirements.
- C. Information utilized will be obtained from the references listed in the proposal, other customers known to the Government, consumer protection organizations, and others who may have useful and relevant information. Information will also be considered regarding any significant subcontractors, and key personnel records.
- D. Evaluation of past performance will often be quite subjective based on consideration of all relevant facts and circumstances. However, the basis for conclusion of judgment will be documented.
- E. Award may be made from the initial offers without discussions. However, if discussions are held offerors will be given an opportunity to address unfavorable reports of past performance if the offeror has not had a previous opportunity to review the rating. Recent contracts will be examined to ensure that corrective measures have been implemented. Prompt corrective action in isolated instances may not outweigh overall negative trends.
- F. If an offeror, or the proposed employees for the offeror, do not have a past performance history relating to this solicitation, the offeror will not be evaluated favorably or unfavorably on this factor.

I. Basis for Award:

The successful offeror will be that offeror that offers the best mix of past performance combined with the best price with technical/cost relationship that is the most advantageous to the Government based upon best value. The best price does not necessarily mean the lowest price but means that the best balance between past performance, price and community development has been determined for award by the Source Selection Authority who may determine that a trade-off, a higher priced offer for a quality contractor, is warranted. The Government reserves the right to make award without discussion.

A. Price Proposal

Furnish prices for all items listed under Section B, Schedule of Items. No additional information will be necessary to determine reasonableness of price. Failure to furnish prices for every item may result with your proposal being rejected as non-responsive.

B. Technical Proposal

The following non-cost evaluation factors are listed in descending order of importance:

1. Past Performance of the firm

Past performance is an indicator of the Offeror's ability to perform the contract successfully. This includes the quality of work and the ability to complete the work within the time specified and to the satisfaction of the Agency or Company contracting the work. The currency and relevance of the information provided the source of the information, the context of the information obtained and general trends in the Offeror's performance shall be considered.

Offerer shall furnish a list of all contracts and subcontracts for archaeological services completed during the past three years (beginning with the current year and working backwards two additional years) and all contracts and subcontracts currently in process.

Include the following information for each contract and subcontract:

1. Name of contracting activity
2. Contract Number
3. Contract Type
4. Total contract value
5. Contracting officer and telephone
6. Program manager and telephone (the person that has direct knowledge of your project)
7. Discuss any problems associated with the project.

The Government may or may not contact any or all references provided.

Note: The above information requested will enable us to evaluate your past performance in a fair, impartial, and objective manner. Offerors submitting incomplete past performance information risk not being evaluated completely.

In the case of a Quoter without a record of relevant past performance or for whom information on past performance is not available, the Quoter will not be evaluated either favorably or unfavorably on past performance.

2. Personnel Qualifications

If the offeror meets the following minimum qualifications, then further evaluation of the personnel qualifications is warranted. If the offeror does not meet the minimum qualifications, then no further evaluation will take place.

Personnel qualification is an indicator of the Offeror's ability to provide personnel with the professional training, experience and expertise to perform the contract successfully. The offerors will be rated on the qualifications and work experience of the personnel. Provide a detailed list of the qualifications and experience of personnel, including the principal investigator, field supervisors, proposed crew members, and artifact curators or laboratory technicians. For each of these individuals provide a detailed curriculum vita or resume.

Personnel qualifications will be rated as follows:

Excellent: All personnel meet the minimum requirements and significantly exceed qualification requirements to the Government's benefit. For example, the contractor has personnel with doctorate degrees and extensive experience in Southwestern archaeology, most with completion of 20 years or more of professional experience and/or specialized training in archaeology field, laboratory, or library research administration and/or specialized training in the kind of activity the individual proposes to conduct under the authority of this contract

Very Good: All personnel meet the minimum requirements, and most employees exceed qualification requirements to the Government's benefit. For example, most but not all of the employees have doctorate degrees and extensive experience in Southwestern archaeology, and most with completion of 10 years of professional experience and/or specialized training in archaeology field, laboratory, or library research administration and/or specialized training in the kind of activity the individual proposes to conduct under the authority of this contract

Satisfactory: All personnel meet the minimum requirements and some employees exceed qualification requirements to the Government's benefit. For example, the contractor has some personnel with doctorate degrees and/or extensive experience in Southwestern archaeology, some with completion of 5 years of professional experience and/or specialized training in archaeology field, laboratory, or library research administration and/or specialized training in the kind of activity the individual proposes to conduct under the authority of this contract.

Marginal: All personnel meet the minimum requirement, but do not exceed the minimum requirements or marginally exceed the minimum requirements.

Unsatisfactory: Some or all personnel do not meet the minimum requirements.

The project director must meet the basic minimum qualifications set forth below.

A. A graduate degree in anthropology or archaeology, or equivalent training and experience working on projects similar to the work proposed under this contract, and experience in both prehistoric and historic cultural resources of the Southwest;

- B. The demonstrated ability to plan, equip, staff, organize, and supervise activity of the type and scope proposed;
- C. The demonstrated ability to carry research to completion, as evidenced by timely completion of these, research reports, or similar documents;
- D. Completion of at least 16 months of professional experience and/or specialized training in archaeology field, laboratory, or library research administration and/or specialized training in the kind of activity the individual proposes to conduct under the authority of this contract.
- E. The demonstrated ability to accurately plot archaeological site locations on topographic maps and/or aerial photographs.
- F. Demonstrated experience conducting archaeological surveys in the Southwest, in the area appropriate for the proposed project.

Each archaeological surveyor must have the following minimum qualifications:

- A. At least 18 semester hours of credit in archaeology, anthropology, and/or history courses. Courses must include information on the conduct and theory of archaeological survey and excavation.
- B. At least six months field experience in archaeological survey in the Southwest.

The following two evaluation factors will be evaluated according to the following criteria: Excellent, Very Good, Satisfactory, Marginal, and Unsatisfactory.

Excellent: Proposal meets contract requirements and significantly exceeds contract requirements to the Government's benefit. For example, the contractor implemented innovative or business process re-engineering techniques, which resulted in added value to the Government. The contractual performance of the element or sub-element being assessed can be expected to be accomplished with few minor problems for which corrective actions taken by the contractor are highly effective.

Very Good: Proposal meets contractual requirements and exceeds some of the requirements to the Government's benefit. The contractual performance of the element or sub-element being assessed can be expected to be accomplished with some minor problems for which corrective actions taken by the contractor are effective.

Satisfactory: Proposal meets contractual requirements. The contractual performance of the element or sub-element can be expected to contain some minor problems for which proposed corrective actions taken by the contractor may not be satisfactory, or previously completed corrective actions may or may not be satisfactory.

Marginal: Proposal does not meet some contractual requirements. The contractual performance of the element or sub-element being assessed can be expected to reflect a serious problem for which the contractor may have submitted minimal corrective actions, if any. The contractor's proposed actions appear only marginally effective or will not be fully implemented previously.

Unsatisfactory: Proposal that does not meet contractual requirements and recovery is not likely in a timely or cost-effective manner. The contractual performance of the element or sub-element can be expected to contain serious problem(s).

5. Technical Approach

Address how your firm shall accomplish the tasks identified in Section C, part 5, within the time frame set forth in this solicitation.

Offeror shall include a Quality Control Plan, including inspection schedule and forms to be utilized to inspect the work identified in Section C, part 5.

6. Quality Control Plan

The contractor shall prepare and provide a written Quality Control Plan pursuant to the requirements of the Statement of Work (SOW) that fully describe the procedures, guidelines, specific documents to be utilized during this process, and personnel that the contractor will use to assure that the work performed under the contract meets the requirements of the standards set forth for this contract. The QCP shall include weekly progress reports submitted to the Forest Service Archeologist (FSA) or the FSA's technical advisors identifying areas surveyed and heritage resources identified to date, and a copy of the QCP will be included with the delivery of the draft site forms and the final report detailing how the QCP was used to ensure satisfactory work accomplishments and performance under the SOW.

C. Evaluation Point Summary

A total of 100 points are possible in scoring each proposal category. The evaluation committee will evaluate the proposal and score them based on the criteria below. A resident business, pursuant to section 13-1-22 NMSA 1978, shall be awarded an additional five percent of the total possible points to be awarded, and a veteran business shall be awarded an additional ten percent of the total possible points. When a joint proposal is submitted by both resident and nonresident businesses, the resident preference shall be reduced in proportion to the percentage of the work that will be performed by nonresident businesses.

The evaluation criteria to be used by the Evaluation Committee and the corresponding point values for each criteria are as follows:

<u>Plan for Project Completion</u>	Fifteen (15) points
<u>Experience</u>	Thirty (30) points
<u>Organizational References</u>	Thirty (30) points
<u>Familiarity with Project Area</u>	Five (5) points
<u>Cost</u>	Twenty (20) points

Pass/Fail Items:

Business Profile Summary
Response to Evaluation Criteria
Narrative responses
Organizational Reference Form
Resident Business or Resident Veteran's Certification (Attachment 3)

Required Deliverables

Acknowledgement form (Attachment 1)
Campaign Contribution Disclosure Form (Attachment 2)
Survey Bid Form (Attachment 5)
Proof of NM Tax ID
Certificate(s) of Insurance
Proof of active SAM.gov registration
Federal W-9 form.

D. Evaluation Criteria Detail

- a) Plan for Project Completion – Fifteen (15) points – Offeror demonstrates the capacity and capability to perform the work, including any specialized services, within the time limitations. Demonstrates knowledge of the specific requirements within the scope of work. Logistics of the project are clearly laid out and ready to be executed.
- b) Experience – Thirty (30) points – Offeror demonstrates expertise and sufficient years of experience completing similar archaeological survey contracts/projects. Examples are relevant and include work performed in similar terrain and for SWCDs, the Forest Service, or similar government entities. Personnel assigned to this project are experienced and qualified.
- c) Organizational References – Thirty (30) points – References report a past record of performance that is excellent or satisfactory in all categories.
- d) Familiarity with Project Area – Five (5) points – Offeror demonstrates familiarity with the terrain of northwest New Mexico, ideally from past work in the area. If they have not worked here before, offeror demonstrates they have done sufficient research/work in similar areas to operate efficiently. Offeror demonstrates willingness/ability to mobilize to the project area.
- e) Cost – Twenty (20) points – The evaluation of each Offeror's cost proposal will be conducted using the following formula:

Lowest Responsive Offer Bid

----- X Award Points

This Offeror's Bid

Listed costs are valid for 90 days, and the best and final offers may be sought on a project-by-project basis at a later date.

II. EVALUATION PROCESS

A. Notice of Non-Responsiveness

- i. All offeror bids will be reviewed for compliance with the mandatory requirements of this RFP. For any proposal submitted which is deemed non-responsive, they will be removed from further consideration and the Offeror will be notified in writing of such determination and the method for protesting the determination. (See Section II, paragraph C.)

B. Evaluation Committee Meeting

- i. The Evaluation Committee will meet to review each Offerors' proposal. Points will be allocated as outlined in Section V. A. of this RFP, by each member of the committee. Each member's point totals will be translated to a

numeric ranking. Committee members will discuss their rankings which will then be totaled to determine the overall ranking of the firms. The Evaluation Committee may contact the Offeror for clarification of the response as needed or use other sources of information to perform the evaluation as specified in Section II, C. 10.

- ii. The responsible offerors with the highest scores in each category will be selected as finalist offerors based upon the bids submitted. Finalist offerors may be asked to submit revised proposals for the purpose of obtaining the best and final offers and will have their points recalculated accordingly. The responsible offeror(s) whose bid is most advantageous to the San Juan Soil and Water Conservation District, taking into consideration the evaluation factors in Section V, will be recommended for contract award. Please note, however, that a serious deficiency in the response to any one factor may be grounds for rejection regardless of overall score.

C. Notice of Finalists

- i. Each responsive Offeror will be notified in writing whether their proposal is a finalist.

D. Multiple Awards

- i. The San Juan SWCD reserves the right to make multiple awards under this RFP if sufficient funding is available and if it is determined to be advantageous to the San Juan SWCD. Signing of a contract is not a guarantee of further work under this procurement action.

E. Point Calculations

- i. All calculations of point standings, including any addition or deduction of points to Offeror submittals shall occur at a meeting of the Evaluation Committee, with all members in attendance.
- ii. All overall committee rankings will be available for public inspection at San Juan SWCD after the successful Offeror(s)'s contract is signed by San Juan SWCD. Ties in ranking shall be scored using the sum of the ranking places, divided by the number of firms in a tie. The following is an example of scoring, for a tie at first:

1. <u>Scoring</u>		<u>Numerical Ranking</u>	
2. Firm A	Tie	$(1\text{st} + 2\text{nd}/2 =$	1.5
3. Firm B	Tie	$(1\text{st} + 2\text{nd}/2 =$	1.5
4. Firm C	3rd	$=$	3

- iii. A tie for first, at the end of the final rankings after the completion of short listing and interviews, shall be broken by a separate ranking by the committee members, only ranking the firms involved in the tie. If a tie still exists after ranking only the tied firms, the tie shall be broken by the chairman of the Evaluation Committee.

F. Notice of Award

- i. The Procurement Manager shall notify all Offerors of the final results of the solicitation by e-mail after execution of the contract(s). San Juan SWCD shall keep one each of all proposals submitted for the procurement file. Offerors may arrange with San Juan SWCD to pick up or mail the additional copies of the proposals at the Offeror's cost, as soon as possible.

Attachment 1 - ACKNOWLEDGEMENT OF RECEIPT FORM

REQUESTS FOR PROPOSALS 23-24-001

In acknowledgement of receipt of this Request for Proposals the undersigned agrees that he/she has received a complete copy, beginning with the title page and table of contents, and ending with Attachment 6, with “Appendix A – Detailed Scope of Work” and “Appendix B – Template Contract” attached as separate documents.

The acknowledgement of receipt should be signed and returned to the Procurement Manager. Only potential offerors who elect to return this form completed with the indicated intention of submitting a proposal will receive copies of all offerors written questions and the San Juan Soil and Water Conservation District's written responses to those questions as well as RFP amendments, if any are issued.

FIRM: _____

REPRESENTED BY: _____

TITLE: _____ PHONE NO.: _____

E-MAIL: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

SIGNATURE: _____ DATE: _____

This name and address will be used for all correspondence related to the Request for Proposals.

Firm DOES / DOES NOT (**circle one**) intend to respond to this Request for Proposals.

Return this form by email to:

Oralia Bridge
oralia@sanjuanswcd.com

San Juan Soil and Water Conservation District

Attachment 2: Campaign Contribution Disclosure Form

Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1-191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body may cancel a solicitation or proposed award for a proposed contract pursuant to Section 13-1-181 NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section 13-1-182 NMSA 1978 of the Procurement Code if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

"Applicable public official" means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.

"Campaign Contribution" means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official, or any person authorized to raise, collect or expend contributions on that official's behalf for the purpose of electing the official to statewide or local office. "Campaign Contribution" includes the payment of a debt incurred in an election campaign but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

"Family member" means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

“Pendency of the procurement process” means the time period commencing with the Public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

“Prospective contractor” means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or a small purchase contract.

“Representative of a prospective contractor” means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any: John Arrington, Ralph Fenton, DeAnne McKee, Leo Pacheco, Cash Carruth, Emma Lee Deyo
(Completed by State Agency or Local Public Body)

DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:

Contribution Made By: _____

Relation to Prospective Contractor: _____

Name of Applicable Public Official: _____

Date Contribution(s) Made: _____

Amount(s) of Contribution(s) _____

Nature of Contribution(s) _____

Purpose of Contribution(s) *(Attach extra pages if necessary)*

Signature

Title/Position

Date _____

--OR--

NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE to an applicable public official by me, a family member or representative.

Signature _____

Date _____

Title (Position) _____

Attachment 3: Resident Business or Resident Veteran's Preference Certification

Pursuant to Section 13-1-21. "Application of Preferences" of the NM Procurement Code

(NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident business or resident veterans' preference to this procurement:

Please check one box only:

- ☐ **Resident Business:** I declare under penalty of perjury that my business is a NM Resident Business thereby allowing me to claim an additional 5% of the total possible points awarded on this solicitation (add 5 points).
 - Copy of valid NM Resident Business Certificate is attached.
- ☐ **Resident Veteran Business with less than \$3 million annual gross revenue:** I declare under penalty of perjury that my business is a Resident Veteran Business and that my business prior year revenue, starting January 1 and ending on December 31, is less than Three Million Dollars (\$3,000,000) thereby allowing me to claim an additional 10% of the total possible points awarded on this solicitation (add 10 points).
 - Copy of valid NM Resident Veteran Business Certificate is attached.
- ☐ None of the above.

I acknowledge that San Juan SWCD has the right to request additional documentation to support the information stated here, or in support of the attached Resident Business Certificate.

I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material facts regarding this matter constitutes a crime.

(Signature of Authorized Business Representative)

(Date)

Note: The representations made in checking a box above constitute a material representation that is subject to protest and may result in denial of an award or un-award of the procurement involved if the statements are proven to be incorrect.

Attachment 4 : Cultural Survey Area Maps

For Official Use Only.

Disclosure of site locations prohibited (36 CFR 296.18)

Attachment 5: Known Sites Within Project Areas/Cultural Surveys

Forest Service Site # (AR #)	LA #	Site Affiliation	NRHP Eligibility	Last Visit (Year)	Inventory Area Name
03020300063	77225	Prehistoric	Eligible	2018	Mestenas Unit 8
03020300064	77226	Prehistoric	Unevaluated	2004	Mestenas Unit 8
03020300066	77228	Prehistoric	Eligible	2018	Mestenas Unit 8
03020300067	77229	Prehistoric	Eligible	2014	Mestenas Unit 8
03020300068	77230	Prehistoric	Now IOs	2014	Mestenas Unit 8
03020300069	77231	Prehistoric	Unevaluated	1974	Mestenas Unit 8
03020300070	77232	Prehistoric	Unevaluated	1974	Mestenas Unit 8
03020300918	133816	Prehistoric	Eligible	2004	Mestenas Unit 8
03020302370	175430	Prehistoric	Eligible	2012	Mestenas Unit 8
03020302668	None Assigned	Prehistoric	Unevaluated	2018	Mestenas Unit 8
03020300019	2327	Prehistoric (COLLECTED)	Unevaluated	1970	Mestenas Unit 7
03020300223	61670	Prehistoric	Unevaluated	1974	Mestenas Unit 7
03020301266	146788	Prehistoric	Eligible	2004	Mestenas Unit 7
03020302371	175431	Prehistoric	Eligible	2012	Mestenas Unit 7
03020302372	175432	Prehistoric	Eligible	2012	Mestenas Unit 7
03020300523	85084	Prehistoric	Eligible	2012	Mestenas Unit 10
03020300210	26931	Prehistoric	Unevaluated	2014	Mestenas Units 12 & 13
03020300478	81494	Prehistoric	Eligible	2003	Mestenas Units 12 & 13
03020300625	100348	Historic	Unevaluated	1993	Mestenas Units 12 & 13
03020300626	100349	Prehistoric	Unevaluated	1993	Mestenas Units 12 & 13
03020300973	139235	Prehistoric	Eligible	2014	Mestenas Units 12 & 13

Forest Service Site # (AR #)	LA #	Site Affiliation	NRHP Eligibility	Last Visit (Year)	Inventory Area Name
03020301124	144036	Prehistoric	Eligible	2004	Mestenas Units 12 & 13
03020301140	144052	Multicomponent	Eligible	2003	Mestenas Units 12 & 13
03020301714	158479	Prehistoric	Eligible	2008	Mestenas Units 12 & 13
03020301715	158480	Prehistoric	Eligible	2008	Mestenas Units 12 & 13
03020301717	158482	Historic	Eligible	2008	Mestenas Units 12 & 13
03020300177	145371	Prehistoric	Eligible	2014	Mestenas Unit 15
03020300400	79638	Prehistoric	Unevaluated	1990	Mestenas Unit 15
03020300667	102221	Prehistoric	Eligible	2013	Mestenas Unit 15
03020302380	176328	Prehistoric	Eligible	2012	Mestenas Unit 15
03020300018	2328	Prehistoric (COLLECTED)	Unevaluated	1973	Mestenas Unit 6
03020300819	126645	Prehistoric	Eligible	2012	Mestenas Unit 6
03020300908	132374	Prehistoric	Unevaluated	2001	Mestenas Unit 6
03020301416	146898	Prehistoric	Eligible	2005	Mestenas Unit 6
03020301417	146899	Prehistoric	Eligible	2005	Mestenas Unit 6
03020302379	176327	Prehistoric	Eligible	2012	Mestenas Unit 11
03020302471	185666	Prehistoric	Eligible	2014	Mestenas Unit 11
03020300002	5038	Prehistoric	Eligible	1961	Mestenas Unit 14
03020300651	100781	Prehistoric	Eligible	2012	Mestenas Unit 14
03020300667	102221	Prehistoric	Unevaluated	2012	Mestenas Unit 14
03020302005	164304	Prehistoric	Eligible	2012	Mestenas Unit 14
03020302284	172649	Prehistoric	Eligible	2012	Mestenas Unit 14

Attachment 6: Survey Areas Bid Form

Archaeological Survey for Jicarilla Wildlife Habitat Improvement Project, Phase 1

Inventory Area Name	Survey Acres	Known Sites in Survey/Project Area (LA updates needed)	Price Per Acre	Total Bid Price
Mestenas Unit 8	397.41	10		
Mestenas Unit 7	1096.45	5		
Mestenas Unit 10	722.22	1		
Mestenas Units 12 & 13	1278.70	10		
Mestenas Unit 15	659.44	4		
Mestenas Unit 6	406.30	5		
Mestenas Unit 11	691.30	2		
Mestenas Unit 14	661.88	5		
TOTALS	5914.06 acres	42 sites to be updated		