

NOTICE TO PROVIDERS OF PROFESSIONAL SERVICES
PU 2017-06

The Office of Hawaiian Affairs (OHA) is seeking a qualified professional service provider in the discipline of Archaeology to conduct archaeological work and prepare a culturally aligned preservation plan for the Palauea Cultural Preserve located at 4505 Makena Road, Palauea, Honua‘ula, Maui, TMK: 2-1-023:034.

The Scope of Work for this project will require a draft and final preservation plan to comply with Hawai‘i Administrative Rules Chapter 13-277. Qualifications and Services needed include, but are not limited to, the following. The Contractor shall:

- a. Assess the current conditions of the site, amend or generate new plan view drawings if site conditions are significantly different than what was previously documented, and gather GPS points to update or generate new maps;
- b. Establish a buffer zone in accordance with HAR 13-277-4 after assessing current conditions of the site and receiving community input, and include the buffer zone in the final plan;
- c. Facilitate and provide a detailed summary of all public testimony, including individual consultations, public meetings, and/or open comment periods;
- d. In collaboration with OHA, develop interim protection measures and long term maintenance procedures in compliance with HAR 13-277-5 and 13-277-6;
- e. Obtain all necessary permits, licenses, goods, services, and materials as required to complete the work;
- f. Submit, as required, a draft preservation plan for review by the OHA, the State Historic Preservation Division (SHPD), the Maui County Cultural Resources Commission (CRC) and the Maui/Lāna‘i Island Burial Council (Burial Council). Revise and resubmit plan in accordance with all agency’s comments. Submit, as required, the final plan to the OHA with a copy of approval letters from SHPD, CRC and the Burial Council; and
- g. Demonstrate experience working with Native Hawaiian organizations and/or community groups and incorporating Native Hawaiian concepts and ideals into the work.

If you have **NOT** previously submitted a letter of interest (LOI) or statement of qualifications (SOQ) for GS-0193 Archaeology for inclusion on the OHA FY2017 list of pre-qualified professionals, **please include the following with your submittal:**

- a. The name of the firm or individual, the principal place of business, and location of all of its offices;
- b. The age of the firm and its average number of employees over the past three (3) years;
- c. The education, training, and qualifications of key members of the firm;

- d. The names and phone numbers of up to five clients who may be contacted, including at least two for whom services were rendered during the preceding year;
- e. Any promotional or descriptive literature which the firm desires to submit (referring to the firm's website in lieu of submitting a hard copy is not acceptable); and
- f. Range of professional fees, based on hourly rates when applicable.

If you have submitted EOIs/SOQs for GS-0193 Archaeology for inclusion on the OHA FY2017 list of pre-qualified professionals, you are not required to resubmit the above info, however **you may resubmit a Statement of Qualifications to address the above scope of work for this project.**

Under the requirements of Section 103D-304, HRS, the Office of Hawaiian Affairs invites all firms or individuals interested in being considered for this project, and who have the necessary experience and qualifications, to submit a letter of interest and statement of qualifications, no later than **2:00 p.m., Friday, October 28, 2016** to:

Miki Cachola Lene
Office of Hawaiian Affairs
Procurement Unit
560 N. Nimitz Hwy, Suite 200
Honolulu, HI 96817

Only those prospective firms or individuals who submit the above required documents by the deadline will be considered.

Procedural questions may be directed to Miki Cachola Lene at mikic@oha.org or 594-1993.

PNS: October 24, 2016