

**Project/Service:** General Archaeological Services, Statewide

**Project No.:** HWY-DS-ARCH19-01

**SCOPE OF SERVICES:**

The CONTRACTOR shall provide general archaeological services as specified on an “as-required” basis. Project Assignments and actual scopes of work shall be determined by the STATE. The CONTRACTOR shall be available to discuss the Project Assignments and the associated scopes of work within forty-eight (48) hours after being notified by the STATE. Project Assignments will be in support of Federal-aid and/or State-funded projects being designed by the Highways Division, Department of Transportation.

Multiple Project Assignments may be assigned within a short time span. The total amount for the Project Assignments shall not exceed the sum of FIVE MILLION AND NO/100 DOLLARS (\$5,000,000). Since the CONTRACTOR’s services are to be provided on an “as required” basis, the amount of services requested by the STATE may be less than presently anticipated. The STATE makes no guarantee whatsoever as to the minimum amount of CONTRACTOR’s services that will be required under this Agreement and no fee adjustment will be made if the amount of services requested is less than anticipated.

The CONTRACTOR must possess and retain a current and valid archaeological permit issued by the Department of Land and Natural Resources for the duration of the contract. Work assignments will be issued to the consultant on an as-required basis and compensation will be based on agreed rates. Such work assignments shall be completed within the time period determined by the Highways Division.

Initially, the CONTRACTOR’s services may be required to produce construction plans, specifications, and/or estimates associated with archaeological and environmental work. The CONTRACTOR shall provide all archaeological services necessary to complete each Project Assignment including, but not limited to the following:

1. Provide archaeological support and specialized environmental services for planning, development and conservation process.
2. Provide services that would cause the HDOT to be in compliance with National Environmental Policy Act, Section 106 of the National Historic preservation Act, Chapter 6E: Hawaii Revised Statutes, and Section 4(f) of Department of Transportation Act. These activities may include archaeological inventory surveys and reports, cultural resources assessments, literature reviews, pedestrian surveys, archaeological data recovery studies and reports, archaeological site preservation and development, artifact analysis and associated reporting, soil and radio carbon analysis and associated reporting, technical memorandum, cultural resources impact analysis, and all other efforts and practices established in Hawaii Administrative Rules and Code of Federal Regulations related to archaeological, cultural, and historical resources reporting.

3. Assist in the development and performance of mitigation work, including but not limited to, on-site archaeological monitoring, data recovery, interpretive displays, provide cultural monitors when requested, Programmatic Agreement preparation and Memoranda of Agreement preparation.
4. Assist in unexpected and inadvertent discoveries of historic properties and human remains during construction, including data recovery, recordation requirements, soil analysis artifact analysis, and other standard practices outlined in the Hawaii Revised Statutes..
5. Coordinate with HDOT project teams, HDOT environmental staff, and other agencies (SHPD, FHWA, etc) and organizations (NHO, OHA, local preservation groups) as directed by HDOT.
6. Produce all necessary correspondence, reports, mapping, etc for HDOT.
7. Produce a CD/DVD of final archaeological reports for each project.
8. Produce a CD/DVD of all GIS shapefiles for all historic properties discovered during the project duration.
9. Geo reference point photos of all historic properties discovered during the project duration..

**TOTAL PROJECT TIME:**

Initial term of the contract will be for two (2) years from date of Notice to Proceed. The contract may be extended for one additional one (1) year term contingent upon mutual agreement between the State and Contractor, and availability of funds.