

STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES
Land Division
Honolulu, Hawaii 96813

May 23, 2025

Board of Land and Natural Resources
State of Hawaii
Honolulu, Hawaii

PSF No.: 25SD-044

Statewide

Issuance of Right-of-Entry Permit to Dawson MCG, LLC onto Various Unencumbered State-Owned Lands Located at Various Locations Seaward of the Shorelines of Hawaii, Maui, Oahu and Kauai. See **Exhibit 2**.

APPLICANT:

Dawson MCG, LLC (Dawson) **Exhibit 1**.

LEGAL REFERENCE:

Sections 171-55, Hawaii Revised Statutes, as amended.

LOCATION:

Unencumbered beaches at 20 locations Statewide, seaward of TMK. See **Exhibit 2**.

AREA:

6,561.68 linear feet transects of 20 beach locations. See **Exhibit 2**.

ZONING:

State Land Use District: Various Agricultural, Rural, Conservation, Urban
Statewide CZO: N/A

TRUST LAND STATUS:

Section 5(b) lands of the Hawaii Admission Act.
DHHL 30% entitlement lands pursuant to the Hawaii State Constitution: No.

CURRENT USE STATUS:

Unencumbered.

CHARACTER OF USE:

Survey and beach cleanup purposes. **Exhibit 3.**

TERM OF RIGHT-OF-ENTRY:

One year.

CONSIDERATION:

Gratis.

CHAPTER 343 - ENVIRONMENTAL ASSESSMENT:

In accordance with Hawaii Administrative Rules (HAR) § 11-200.1-15 and the Exemption List for the Department of Land and Natural Resources reviewed and concurred on by the Environmental Council on November 10, 2020, the subject request is exempt from the preparation of an environmental assessment pursuant to General Exemption Type 1 that states, "Operations, repairs or maintenance of existing structures, facilities, equipment, or topographical features, involving minor expansion or minor change of use beyond that previously existing," and Part 1, Item 44 that states, "Permits, licenses, registrations, and rights-of-entry issued by the Department that are routine in nature, involving negligible impacts beyond that previously existing.". See **Exhibit 4.**

DCCA VERIFICATION:

Place of business registration confirmed: X
Registered business name confirmed: X
Applicant in good standing confirmed: X

APPLICANT REQUIREMENTS:

Applicant shall be required to:

- 1) Comply with the requirements of all municipal, state, and federal authorities and observe all municipal, state, and federal laws applicable to the right - of - entry area or premises, now in force or which may be in force.
- 2) Carry a current policy of general liability insurance meeting State minimum coverage standards.

REMARKS:

This shoreline monitoring survey sponsored by the National Oceanic and Atmospheric Administration (NOAA) was designed in collaboration with statisticians and an external expert and provides a plan for where and when to survey, along all shorelines of the United

States over the course of one year. For this permit, teams are surveying 20 sites throughout the state of Hawaii. Based on the findings of the survey teams, they will establish the amount and types of marine debris and determine where and when to survey over the course of 11 years, to measure trends. The survey will document the status of macro marine debris (items .094 inch or greater) on 109.361 yards stretch of beach at all coastal shoreline sites in the survey design. Surveys generally take anywhere between 45 minutes to 2 hours (this is dependent on how wide the beach is and how much debris is on the shoreline).

Exhibit 2

Teams will follow:

- Field teams (2-3 individuals trained in NOAA marine debris monitoring and collection protocols) will collect marine debris (e.g., food wrappers, bottles, plastic fragments) on the surface of the beach only.
- Debris will only be removed by hand; no machinery will be used.
- No digging will occur; only surface marine debris will be collected.
- Field teams will remain on the sand/shoreline; they will not enter any dunes or vegetated areas at the back of the beach.
- Field teams will walk by foot to access the sites; no vehicles will be used on the beach. In some instances, vessels will be required to access sites from the water.
- Field teams will use established trails to access the sites; we are only conducting monitoring activities on public lands.
- When walking to the sites, field teams will stay on the lower part of the beach (wet sand).

Applicant has not had a lease, permit, easement, or other disposition of State lands terminated within the past five years due to non-compliance with such terms and conditions.

The proposed activity is of a similar type and scope of beach activity that routinely has occurred and continues to be held on this and other beaches across the State. Such activities have resulted in no known significant impacts, whether immediate or cumulative, to the natural environmental and or cultural resources in the area. Applicant will confer with Office of Conservation and Coastal Lands (OCCL), Division of Aquatic Resources (DAR) and Division of Forestry and Wildlife (DOFAW) before doing to any beach cleanups. As such staff believes that the proposed event would involve negligible or no expansion or change in use to the subject area beyond that previously existing.

Various Government agencies and interest groups were solicited for comments.

Agency (DLNR)	Response
Forestry and Wildlife	No Response by suspense date.
State Parks	No Response by suspense date.
Engineering	Responded, no comment.
Historic Preservation	No Response by suspense date.
Office of Conservation and Coastal Lands	No Response by suspense date.
Commission on Water Resource Management	No Response by suspense date.
Aquatics	No Response by suspense date.
Hawaii District Land Office	No Response by suspense date.
Maui District Land Office	No Response by suspense date.
Oahu District Land Office	See comments, concern addressed.
Kauai District Land Office	No Response by suspense date.
Agency (Other)	Response
Department of Hawai'ian Home Lands	No Response by suspense date.
Office of Hawaiian Affairs	See comments attached.
Department of Agriculture	No Response by suspense date.
Hawaii County Agencies	Response
Planning Department	No Response by suspense date.
Department of Facility Maintenance	No Response by suspense date.
Department of Parks and Recreation	No Response by suspense date.
Maui County Agencies	Response
County of Maui Planning Department	No Response by suspense date.
County of Maui Dept. of Parks and Recreation	No Response by suspense date.
Honolulu County Agencies	Response
Department of Planning and Permitting	No Response by suspense date.
Department of Parks and Recreation	No Response by suspense date.
Kauai County Agencies	Response
County of Kauai Dept. of Planning & Permitting	No Response by suspense date.
County of Kauai Dept. of Parks and Recreation	No Response by suspense date.

RECOMMENDATION: That the Board

1. Declare that, after considering the potential effects of the proposed disposition as provided by Chapter 343, HRS, and Chapter 11-200, HAR, this project will probably have minimal or no significant effect on the environment and is therefore exempt from the preparation of an environmental assessment.
2. Authorize the issuance of a right-of-entry permit to Dawson covering the subject area under the terms and conditions cited above, which are by this reference

incorporated herein and further subject to the following:

- A. The standard terms and conditions of the most current right-of-entry permit form, as may be amended from time to time;
- B. Such other terms and conditions as may be prescribed by the Chairperson to best serve the interests of the State;
- C. Authorize the Chairperson to approve one-year extensions of the right-of-entry permit for good cause shown; and,
- D. Any special terms or conditions required by OCCL, DAR or DOFAW.

Respectfully Submitted,



May 8, 2025

Michael H. Ferreira SD
Land Agent V

APPROVED FOR SUBMITTAL:



May 8, 2025

Dawn N.S. Chang

EXHIBIT 1



DAWSON

To:

Michael Ferreira

Land Agent V

Department of Land & Natural Resources – Land Division

1151 Punchbowl Street, Room 220

Honolulu, HI 96813

April 16, 2025

Subject: NOAA Marine Debris Survey Project – Request for Right of Entry and Updated Application Information

Dear Mr. Ferreira,

Aloha and thank you for your continued support and guidance.

Following up on our prior correspondence, please find the following updates for your review regarding the NOAA Marine Debris Survey Project:

- The Master Name on the application should be listed as **Dawson MCG, LLC**.
- A copy of our insurance documentation is attached to this letter and the application for your records.
- A revised application PDF, including the Statement of Work (SOW), has also been submitted as requested.

We appreciate your efforts in processing our permit request and welcome any additional questions or documentation needs to move forward. Please do not hesitate to reach out if anything further is required.

Mahalo for your time and assistance.

Sincerely,

Montana Thoroughman

Montana Thoroughman

Junior Environmental Scientist

DAWSON

mthoroughman@dawsonohana.com

Mobile: (360) 536-8714

**STATE OF HAWAII
DEPARTMENT OF LAND & NATURAL RESOURCES**

**REQUEST FOR STATE LANDS
APPLICATION FORM**

For DLNR use only:
 Date of request: _____
 Date request recvd: _____
 Date request no. issued: _____
 Request number: _____
 Land Code: _____
 Unit Code: _____
 Status: _____ Future _____
 Type of Request: _____
 Assigned Land Agent: _____

I. APPLICANT

Should a land disposition result from your application, the following information will be used in the preparation of the legal documents. Therefore, please include all applicable, full legal names and addresses, one for each person/entity (attach additional sheets as necessary). If title is held by a trust, please include the trustee(s) name(s) and full description of the trust (e.g., George D. Smith, Trustee of the George D. Smith Revocable Living Trust dated June 1, 2001).

Applicant name(s): Dawson, MCG, LLC
 Last name First Name

Mailing address: 900 Fort Street Mall
 No. and Street

Honolulu HI 96813
 City State Zip Code

Phone numbers: (262) 408-9080 () ()
 Work Home Cellular

() () jkilloren@dawsonohana.com
 Pager Fax E-mail address

Signature:  Date: 4/4/2025

Applicant intends to hold title as:

- Individual Corporation Partnership
- Husband and Wife Limited Liability Corporation Limited Partnership
- Trust Non-Profit Corporation Association
- Joint Venture Limited Liability Partnership
- Other (specify): Contractor for a government entity (NOAA)

For individual or husband and wife, type of tenancy:

- Tenant in Severalty Tenants in Common Joint Tenants Tenants by the Entirety

For individual, marital status:

() Single () Widow/widower () Married – spouse of: _____

For partnership or corporation, state of incorporation:

II. AGENT

If you have an attorney, consultant or other person processing this request for you, please include the following information.

Agent name:

Last name

First Name

Agent address:

No. and Street

City

State

Zip Code

Phone numbers:

() _____ () _____ () _____

Work

Home

Cellular

() _____ () _____

Pager

Fax

E-mail address

III. TYPE OF REQUEST

(X) Right-of-entry (right to temporarily enter onto State lands for a specific purpose)

() Grant of easement (access, utility, seawall, etc.)

() Month-to-month revocable permit

() Direct lease (eleemosynary organizations, public utilities, government, renewable energy producers, etc.)

() Purchase of remnant

() Land patent in confirmation of a Land Commission Award

() Land license

Is this request being made to resolve an encroachment or other violation? () Yes (X) No

If yes, explain: _____

IV. LOCATION AND AREA

If your request pertains to a specific parcel, please specify below.

Island:

(X) Oahu

(X) Kauai

() Molokai

(X) Hawaii

(X) Maui

V. USE

Identify the specific uses intended.

- | | |
|--|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Easement - Access |
| <input type="checkbox"/> Business/Commercial | <input type="checkbox"/> Easement - Utility |
| <input type="checkbox"/> Industrial | <input type="checkbox"/> Easement – Seawall |
| <input type="checkbox"/> Pasture | |
- (X) Other (specify): Research for the NOAA Marine Debris Project _____

A. Fully describe your proposed use of the public lands:

This shoreline monitoring survey was designed in collaboration with statisticians and an external expert and provides a plan for where and when to survey, along all shorelines of the United States over the course of one year. For this permit, we are surveying 20 sites throughout the state of Hawaii. Based on the findings of the survey teams, we will establish the amount and types of marine debris and determine where and when to survey over the course of 11 years, to measure trends. The survey will document the status of macro marine debris (items 2.5 cm or greater) on a 100-meter stretch of beach at all coastal shoreline sites in the survey design. Surveys generally take anywhere between 45 minutes to 2 hours (this is dependent on how wide the beach is and how much debris is on the shoreline).

Brief Summary of Best Management Practices (BMPs)/Conservation Measures that Field Teams will follow:

- Field teams (2-3 individuals trained in NOAA marine debris monitoring and collection protocols) will collect marine debris (e.g., food wrappers, bottles, plastic fragments) on the surface of the beach only.
- Debris will only be removed by hand; no machinery will be used.
- No digging will occur; only surface marine debris will be collected.
- Field teams will remain on the sand/shoreline; they will not enter any dunes or vegetated areas at the back of the beach.
- Field teams will walk by foot to access the sites; no vehicles will be used on the beach. In some instances, vessels will be required to access sites from the water.
- Field teams will use established trails to access the sites; we are only conducting monitoring activities on public lands.

- When walking to the sites, field teams will stay on the lower part of the beach (wet sand).

B. Attach a location map showing a preliminary sketch or plot plan of your proposed project in relation to the tax maps.

Maps are attached in the order that they appear in the table above.

C. Describe any improvements you intend to place on the land and their approximate value:

No improvements.

D. If constructing improvements, attach a Plan of Development showing improvements to be constructed and their location on the public lands including a timeframe for construction.

E. Is it your opinion that an environmental assessment is required? () Yes (X) No

If no, identify exemption: Our team will conduct a scientific survey, that will cause no disturbances in the surrounding area.

If yes, describe completion of EA: _____

F. Describe what other permits or approvals are required for this use and whether you have obtained such permits or approvals:

No other permits required.

G. If you intend to do a project, please provide a Scope of Work (SOW) document as an attachment to your application. Also attach any relevant diagrams or photos. Photos may be printed on office paper.

VI. OTHER

A. If you are applying for a revocable permit for any type of use, you are required to provide the following information:

- 1) Describe your qualifications and experience in running this type of operation; and
- 2) Describe your long-term intentions for this operation. (Note: Revocable permits are temporary and may be revoked at any time.)

B. **If you are applying for a revocable permit for pasture or agricultural use, you are required to complete Attachment A.**

VII. CERTIFICATION

I/We hereby certify that the statements and information contained in this application, including all attachments, are true and accurate to the best of my/our knowledge and understand that if any statements are shown to be false or misrepresented, this application may be rejected or my/our lease/permit/agreement may be cancelled.

Josephine Killoren _____
Printed Name

X Josephine Killoren
Signature

Printed Name

X _____
Signature

4/4/2025 _____
Date

For DLNR Use Only:	TO CLOSE FUTURE TENANT:
Reason for closing: _____	

Approved by DLA: _____	
Date request closed: _____	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/3/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER King & Neel Pacific, Inc. Pacific Guardian Center – Mauka Tower 737 Bishop Street, Suite 2910 Honolulu HI 96813	CONTACT NAME: Gladys Stead PHONE (A/C. No. Ext): 808-521-8311 E-MAIL ADDRESS: gladys.stead@kingneel.com		FAX (A/C. No.):
	INSURER(S) AFFORDING COVERAGE		
INSURED Dawson MCG, LLC dba Five Three Two Three Concepts, LLC 900 Fort Street Mall, Ste 1850 Honolulu HI 96813	INSURER A : Crum & Forster Specialty Insurance Company	NAIC # 44520	
	INSURER B : United States Fire Insurance Company	21113	
	INSURER C : Colony Insurance Company	39993	
	INSURER D : StarStone National Insurance Company	25496	
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER: 1294058205

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Prof. Liability <input checked="" type="checkbox"/> Poll. Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		EPK150216	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			1337576859	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ 1,000,000 \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			EXO4278359	1/1/2025	1/1/2026	EACH OCCURRENCE \$ 11,000,000 AGGREGATE \$ 11,000,000 \$
D	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	T10240829 T10240830	12/31/2024 12/31/2024	12/31/2025 12/31/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project: MCG-Orchard MSA, Contract Number Orchard-3

@ Orchard, LLC and National Oceanic and Atmospheric Administration ("NOAA") are included as Additional Insureds on the General Liability policy, if required by written contract or agreement, subject to the policy terms and conditions.

This insurance contract is issued by an insurer which is not licensed by the State of Hawaii and is not subject to its regulation or examination. If the insurer is found insolvent, claims under this contract are not covered by any guaranty fund of the State of Hawaii. King & Neel Pacific, Inc., 737 Bishop Street, Suite 2910, Honolulu, HI. 96813, Surplus Lines Broker License #19950423 or Parker, Smith & Feek Insurance, LLC., 2233 112th Avenue NE, Bellevue, WA. 98004, Surplus See Attached...

CERTIFICATE HOLDER**CANCELLATION**

@ Orchard, LLC
 2025 Guadalupe St, Suite 260
 Austin TX 78705

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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EXHIBIT 2

Town: Survey locations are in Oahu, Kauai, Maui, and Hawaii

Tax Map Key: All Tax Map Keys and Lat-Long attached at the bottom of this permit

	Latitude	Longitude	Tax Map Key	County Zoning	SMA
Hawai'i	19.88583585	-155.9093451	(3) 7-1-002:008	Hawaii County	Yes
	19.9645108	-155.8550217	(3) 6-9-001:002	Hawaii County	Yes
	20.02183824	-155.8226398	(3) 6-2-002:008	Hawaii County	Yes
	20.12182823	-155.5964016	(3) 4-9-003:001	Hawaii County	Yes
Maui	20.6679956	-156.4432896	(2) 2-1-011:027	Maui County	Yes
	20.82821304	-156.6356393	(2) 4-8-003:006	Maui County	Yes
	20.79249564	-156.5669778	(2) 4-8-001:003	Maui County	Yes
	20.89969303	-156.6850801	(2) 4-5-021:007	Maui County	Yes
	20.8975037	-156.4593348	(2) 3-8-001:213	Maui County	Yes
	20.66220515	-156.4414701	(2) 2-1-007:084	Maui County	Yes
Oahu	21.4240507	-157.7449119	(1) 4-3-018 seaward of 007-067 north end of Kailua Beach	Honolulu County	Yes
	21.67106476	-158.0456044	(1) 5-9-001:038	Honolulu County	Yes
	21.27989463	-157.7339985	(1) 3-7-001:035 (use TMK to enter)	Honolulu County	Yes
	21.42166142182	-157.744687	(1) 4-3-083:003	Honolulu County	Yes
	21.57745297	-157.882609	(1) 5-3-002:031	Honolulu County	Yes
	21.43922071	-158.1882727	(1) 8-6-001:007	Honolulu County	Yes
	21.26892185	-157.7772915	(1) 3-5-023:004	Honolulu County	Yes
	21.39346931	-158.1565548	(1) 8-7-007:001	Honolulu County	Yes
Kauai	22.22405201	-159.4468724	(4) 5-3-005:005	Kauai County	Yes
	22.22262362	-159.4175573	(4) 5-2-005:036 Survey will be conducted on Kaupea Beach	Kauai County	Yes
	22.09115	-159.306	(4) 4-6-014:034	Kauai County	Yes

Area: 100 meter transects per survey site 6,561.68 linear feet acres/sq.ft. (circle one)

County Zoning: See Table Above

State Land Use: (X) Agricultural (X) Rural
(X) Conservation (X) Urban

Is property located in a Special Management Area?
(X) Yes () No

Hawaii



Lat 19.88583585 Long -155.9093451 Hawaii



Lat 19.9645108 Long -1558550217 Hawaii



Lat 20.02183824 Long -155.8226398 Hawaii



(3) 6-2-002:008

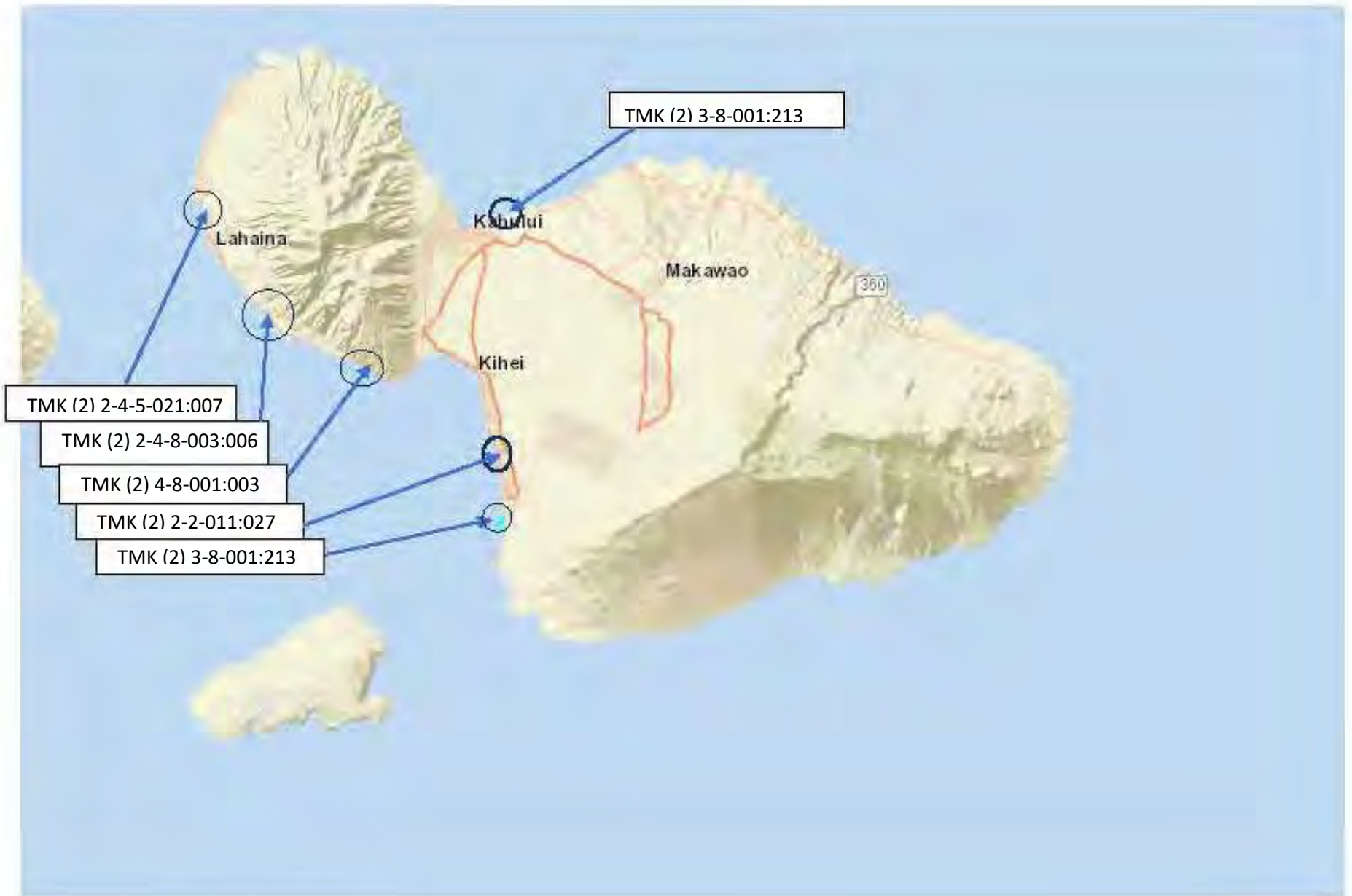
Samuel M
Spencer
Beach Park

Samuel M
Spencer
Beach Park

Lat 20.02182823 Long -155.5964016 Hawaii



Maui



Lat 20.82821304 Long -156.6356393 Maui



Lat 20.79249564 Long -156.5669778 Maui



(2) 4-8-001:003

Lat 20.89969303 Long -156.6850801 Maui



(2) 4-5-021:007

Kapunakea

Resource Map

Lat 20.66220515 Long -156.4414701 Maui



(2) 3-8-001:213

Lat 20.66220515 Long -156.4414701 Maui



Poolenalena
Beach Park

(2) 2-1-007:084

Changs
Beach

Oahu



Lat 21.67106476 Long -158.0456044 Oahu

(1) 5-9-001:038



Lat 21.27989463 Long -157.7339985 Oahu



(1) 3-7-001:035

Lat 21.42182 Long -157.744987



Swrd of (1) 4-3-083:003

Lat 21.57745297 Long -157.882609- Oahu



(1) 5-3-002:031

Punaluu
Beach
Park

Punaluu
Beach
Park

Lat 21.43922071 Long -158.1882727 Oahu



Lat 21.26892185 Long -157.7772915 Oahu



Waialae
Beach Park

Waialae
Beach
Park

Swr of(1) 3-5-023:004

Lat 21.39346931 Long -158.1565548 Oahu



Kauai



Lat 22.22405201 Long -159.4468724 Kauai



Lat 22.22262362 Long -159.4175573 Kauai

Seaward of (4) 5-2-005:036

Kauapee Beach

(4) 5-2-005:036



Lat 22.09115 Long -159.306 Kauai



(4) 4-6-014:034

EXHIBIT 3



**Department of Commerce
National Oceanic Atmospheric Administration,
National Ocean Service,
Office of Response & Restoration
Marine Debris Program**

**Performance Work Statement
June 10, 2024**

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1.0 GENERAL

1.1 BACKGROUND

The purpose of this Performance Work Statement (PWS) is to obtain the necessary services to efficiently and effectively support the mission and goals of the National Oceanic and Atmospheric Administration's (NOAA) Office of Response and Restoration (OR&R), Marine Debris Program (MDP). The Contractor shall provide the staff and develop outputs and deliverables to support the tasks in Section 2.0.

OR&R is a center of expertise in preparing for, evaluating, and responding to threats to coastal environments, including oil and chemical spills, releases from hazardous waste sites, and marine debris. These Office activities are in direct support of NOAA National Ocean Service (NOS) priorities, offices, and customers to sustain and protect the ocean and coasts from pollution and other environmental threats. The skill and diversity of OR&R's federal staff, research capabilities, and funding mechanisms give us the flexibility to adapt to evolving coastal and ocean priorities.

Marine debris, defined as any persistent solid material that is manufactured or processed and directly or indirectly, intentionally or unintentionally, disposed of or abandoned into the marine environment or Great Lakes (15 CFR Part 909), has become one of the most widespread pollution issues in oceans and waterways worldwide. Congress authorized the MDP in 2006 via the Marine Debris Act (amended in 2012, 2018, and 2020) as the focal point for the Federal government's efforts to "identify, determine sources of, assess, prevent, reduce, and remove marine debris and address the adverse impacts of marine debris on the economy of the United States, marine environment, and navigation safety." The mission of the Program is to investigate and prevent the adverse impacts of marine debris. MDP relies on the work of its federal and contracted staff, and partners to ensure the delivery of timely, high-quality science and products that serve the nation's environmental, social, and economic goals. The MDP accomplishes its mission through 6 program pillars 1) Prevention, 2) Removal, 3) Research, 4) Monitoring and Detection, 5) Response, and 6) Coordination. The cornerstone of the Monitoring and Detection pillar is the Marine Debris Monitoring and Assessment Project (MDMAP), an initiative to assess the amount and types of marine debris on shorelines around the United States. This PWS describes the functions, scope of work, and contractual service requirements for support of the MDMAP, MDP, OR&R, NOS, NOAA, and Department of Commerce (DOC) mission and priorities.

Several national to international scale initiatives that are under way or under consideration call for documentation of regional to national scale status and trends of marine debris. These include the NOAA Marine Debris Program's Regional Marine Debris Action Plans, United Nations Sustainable Development Goals, and momentum toward a global agreement on marine litter. Most recently, a report requested by Congress through the U.S. Save our Seas Act 2.0, and published by the National Academy of Sciences, Engineering and Medicine (NASEM) recommends that NOAA's Marine Debris Program conduct "a scientifically designed national survey that is robust, hypothesis-driven, and conceptualized a priori to address critical knowledge gaps" (NASEM, 2021).

The NOAA MDP aims to address this need by applying the existing MDMAP field site method to a strategic nationwide sampling design. MDMAP was established in 2012 as a marine debris shoreline monitoring project conducted in partnership with individuals and organizations who volunteer time to survey self-selected shoreline sites for marine debris. During each survey, all marine debris items ≥ 2.5 cm in size within a defined sampling area are counted and categorized according to material and item type (Burgess et al. 2021).

Thus far, survey coverage has been limited to local sites that may not be representative of larger debris patterns. Even so, results have been used to assess and inform local mitigation efforts (Bimrose et al., 2021; Register, 2021; Blickley et al., 2016), seasonal drivers of debris loads (Uhrin et al., 2020; Wessel et al., 2019), and the impact of a massive influx of debris into the Pacific Ocean by the 2011 Great Tōhoku Earthquake (Murray et al., 2018). To complement this locally-driven approach, NOAA MDP seeks to expand inferences regionally. NOAA MDP conducted a power analysis (Starcevich & Swenson 2023) using previous MDMAP data and historical National Marine Debris Monitoring Program data (Ribic et al., 2022) and developed a spatially balanced survey design (Starcevich et al., 2023) in consultation with statisticians and subject-matter experts. The Primary Scope (Section 1.3) of this requirement is to implement Year 1 of the survey design, which calls for 50 sites to be surveyed once per region using a quarterly rotation (8 Primary Scope regions x 50 sites = 400 total surveys) while 12 additional sites per region are to be surveyed each quarter in Year 1 (12 sites x 8 Primary Scope regions x 4 quarters = maximum of 384 surveys). Thus, 24-25 sites will be surveyed per quarter, per region as part of the Primary Scope. Section 2.3 contains additional information on performing the surveys.

There are two regions and one subregion within an Additional Scope (Section 1.4) that may be exercised as options (in part or whole) as part of this award: Alaska, Hawaii and other Pacific Islands and the Caribbean, respectively. The survey design as described above is the same for Alaska and Hawaii and other Pacific Islands while the Caribbean would be exercised as a sub-region of the East Gulf of Mexico region. The inclusion of either Alaska or Hawaii and other Pacific Islands would result in an additional 62 sites per each of those regions. The inclusion of the Caribbean would not add additional surveys, rather, it would replace a select number of sites in the East Gulf of Mexico region with sites in the Caribbean.

The goal of the survey design is to establish trends and periodic status estimates over an 11-year monitoring period. However, only the initial Year 1 (12 month) status estimate will be undertaken within this requirement, after which an initial status assessment will be reported.

1.2 PLACE OF PERFORMANCE

Planning and coordination work may take place at the Contractor's facility, virtually with NOAA MDP staff, or other venues as necessary. The place of performance also includes the aforementioned 62 shoreline sites per 10 regions as described below at the direction of and in coordination with the NOAA MDP.

1.3 PRIMARY SCOPE

This PWS describes tasks and associated levels of effort that will provide technical support to the NOAA MDP to administer this National Marine Debris Shoreline Monitoring Design. The Contractor shall furnish materials and services necessary to conduct the project tasks as described below (Section 2.0). The tasks shall be undertaken in a collaborative fashion with NOAA MDP staff, with an emphasis on open and scheduled communication through the most appropriate means (monthly individual/conference calls, regular email communication, etc.) as required.

NOAA MDP seeks to obtain the necessary services to ensure the delivery of timely and quality shoreline monitoring data to estimate marine debris loadings on shorelines throughout the United States over the period of one year. For the purpose of this project, the U.S. coastline has been divided into 8 primary regions as described below:

1. U.S./Canada border to Provincetown, MA (North Atlantic)
2. South of Cape Cod, MA to Beaufort, NC (Mid Atlantic)
3. Morehead City, NC to Port Everglades, FL (South Atlantic)
4. Port Everglades FL to Gulf Shores, AL (East Gulf of Mexico)
 - A. Caribbean subregion (see Section 1.4 Additional Scope)
5. Dauphin Island, AL to U.S./Mexico border (West Gulf of Mexico)
6. U.S./Mexico border to Point Conception, CA (South California)
7. North of Point Conception, CA to U.S./Canada border (Pacific Northwest)
8. Alaska (see Section 1.4 Additional Scope)
9. Hawaiian and other Pacific Islands (Pacific Islands) (see Section 1.4 Additional Scope)
10. Great Lakes

For the primary scope, shoreline surveys will take place in Regions 1-7 and 10. Survey site locations and alternate locations (when primary sites are found to be inaccessible) have been pre-determined by the survey design (Excel file available upon request). Sites were selected based on the following criteria, although site remoteness and method of access may vary:

- sandy, cobble, or rocky substrate;
- walkable; and
- publicly accessible.

The spatially balanced sampling design calls for 12 sites per region to be visited quarterly (four revisits within the year), and 50 sites to be visited once during time windows established by the survey design (see Year 0 in Table 3 of Starcevich et al. 2023). Excel files containing site coordinates are available upon request. On occasion, sites may need to be relocated, omitted or substituted from the final sampling frame for various reasons (see Figure 1 in Starcevich et al. 2023). Additional guidance and criteria for altering the original survey design in this way may be found in Starcevich et al. (2023) *Determining the Sample Frame, Generating Sample Draws and Evaluating Sites* (pages 3-4) and *Practical Survey Considerations* (pages 18-19).

Additionally, fieldwork of this nature is likely not seasonally practical in some regions (i.e., Regions 1, 8, 10). In this case, it is possible that the panel of 12 quarterly-visited sites may not be accessible in all quarters, resulting in fewer than four revisits within the 12 month period. In addition, the temporal schedule for completing the panel of 50 annual sites may need to be compressed into favorable months/quarters of the year at the Contractor's discretion and in consultation with NOAA MDP.

Once arriving on site, data collection typically requires between 45-120 minutes to complete.

The core, and primary activity of this contract is to execute, on schedule, the survey design described above (Starcevich et al. 2023), using MDMAP on-site protocols (Burgess et al. 2021) and to produce regional status estimates for each material and debris type as described in the survey design report

(Starcevich et al. 2023). Status estimates include mean abundance per 100 meters, scaled to the total relevant shoreline length of the region, and measures of variation. Means may be weighted in accordance with the sampling survey design to account for any frame error and non-response error due to logistical or practical constraints that result in deviations from the initial sample of sites (Starcevich et al. 2023). Additional guidance for calculating status estimates may be found in Starcevich et al. (2023) *Analysis Considerations* (pages 20-21).

1.4 ADDITIONAL SCOPE

These additional scopes are subject to FAR 52.217-7 and will be exercised at the discretion of the Government.

Option 1: Region 8, Alaska

The primary activity of this option is to execute, on schedule, the survey design described above, for sites located in Alaska. Excel files containing site coordinates are available upon request. The spatially balanced sampling design calls for 12 sites per region to be visited quarterly (four revisits within the year), and 50 sites to be visited once during the temporal schedule set forth in the survey design report (see Year 0 in Table 3 of Starcevich et al. 2023). Excel files containing site coordinates are available upon request. On occasion, sites may need to be relocated, omitted or substituted from the final sampling frame for various reasons (see Figure 1 in Starcevich et al. 2023). Additional guidance and criteria for altering the original survey design in this way may be found in Starcevich et al. (2023) *Determining the Sample Frame, Generating Sample Draws and Evaluating Sites* (pages 3-4) and *Practical Survey Considerations* (pages 18-19).

Fieldwork of this nature is likely not practical in all parts of Alaska year-round (i.e. North Slope area). In this case, it is possible that the panel of 12 quarterly-visited sites may not be accessible, in all quarters, resulting in fewer than four revisits within the 12 month period. In addition, the temporal schedule for completing the panel of 50 annual sites will likely be compressed into favorable months/quarters of the year at the Contractor's discretion and in consultation with NOAA MDP.

MDMAP on-site protocols will be used and a status estimate for each material and debris type will be estimated as described in the survey design report (Starcevich et al. 2023). Status estimates include mean abundance per 100 meters, scaled to the total relevant shoreline length of the region, and measures of variation. Means may be weighted in accordance with the sampling survey design to account for any frame error and non-response error due to logistical or practical constraints that result in deviations from the initial sample of sites (see Figure 1 in Starcevich et al. 2023). Additional guidance for calculating status estimates may be found in Starcevich et al. (2023) *Analysis Considerations* (pages 20-21).

Option 2: Region 9, Hawaiian and other Pacific Islands (Pacific Islands)

The primary activity of this option is to execute, on schedule, the survey design described above, for sites located in the Hawaiian and other Pacific Islands. The spatially balanced sampling design calls for 12 sites per region to be visited quarterly (four revisits within the year), and 50 sites to be visited once during the temporal schedule set forth in the survey design report (see Year 0 in Table 3 of Starcevich et al. 2023). Excel files containing site coordinates are available upon request. On occasion, sites may need to be relocated, omitted or substituted from the final sampling frame for various reasons (see Figure 1 in Starcevich et al. 2023). Additional guidance and criteria for altering the original survey design in this way

may be found in Starcevich et al. (2023) *Determining the Sample Frame, Generating Sample Draws and Evaluating Sites* (pages 3-4) and *Practical Survey Considerations* (pages 18-19).

MDMAP on-site protocols will be used and a status estimate for each material and debris type will be estimated as described in the survey design report (Starcevich et al. 2023). Status estimates include mean abundance per 100 meters, scaled to the total relevant shoreline length of the region, and measures of variation. Means may be weighted in accordance with the sampling survey design to account for any frame error and non-response error due to logistical or practical constraints that result in deviations from the initial sample of sites (see Figure 1 in Starcevich et al. 2023). Additional guidance for calculating status estimates may be found in Starcevich et al. (2023) *Analysis Considerations* (pages 20-21).

Option 3: Region 4A, Caribbean

The primary activity of this option is to execute, on schedule, the survey design described above, for sites located in the Caribbean (files available upon request). The inclusion of the Caribbean would not add additional surveys, rather it would replace a select number of sites (an estimated 5-7 sites per quarter) in the East Gulf of Mexico region. Excel files containing site coordinates are available upon request. On occasion, sites may need to be relocated, omitted or substituted from the final sampling frame for various reasons (see Figure 1 in Starcevich et al. 2023). Additional guidance and criteria for altering the original survey design in this way may be found in Starcevich et al. (2023) *Determining the Sample Frame, Generating Sample Draws and Evaluating Sites* (pages 3-4) and *Practical Survey Considerations* (pages 18-19)

MDMAP on-site protocols will be used and a status estimate for each material and debris type will be estimated as described in the survey design report (Starcevich et al. 2023). Status estimates include mean abundance per 100 meters, scaled to the total relevant shoreline length of the region, and measures of variation. Means may be weighted in accordance with the sampling survey design to account for any frame error and non-response error due to logistical or practical constraints that result in deviations from the initial sample of sites (see Figure 1 in Starcevich et al. 2023). Additional guidance for calculating status estimates may be found in Starcevich et al. (2023) *Analysis Considerations* (pages 20-21).

1.5 OBJECTIVE

NOAA MDP requires support in conducting extensive field monitoring and associated program management/administrative activities. Specifically, NOAA MDP is requesting a Contractor with the capabilities to coordinate and execute shoreline marine debris surveys following the MDMAP protocol, at locations and within time windows prescribed by a predetermined survey sampling design. The surveys will take place over twelve consecutive months, and will be used to produce regional status estimates for marine debris along U.S. shorelines.

The Government and the Contractor understand that the services to be provided under this agreement by the Contractor are non-personal services and that no employer-employee relationship exists between the Government and the Contractor employees under this contract. The Contracting Officer's Representative (COR) may provide technical direction which will assist the Contractor in accomplishing the PWS.

1.6 APPLICABLE REFERENCE DOCUMENTS, COMPLIANCE AND REGULATIONS

The Contractor shall abide by the policies and guidance promulgated by NOAA to oversee its activities. The publications listed below, as well as others that describe the products and services required under this agreement, are available on the [MDP Website](#) and NOAA pages specifically below:

MDMAP Field Protocol

Burgess, H.K., Herring C.E., Lippiatt S., Lowe S., & Uhrin A.V. (2021). NOAA Marine Debris Monitoring and Assessment Project Shoreline Survey Guide. NOAA Technical Memorandum NOS OR&R 56. 20 pp. <https://doi.org/10.25923/g720-2n18>

MDMAP Item Categorization Guide

https://marinedebris.noaa.gov/sites/default/files/publications-files/MDMAP_Item_Categorization_Guide_2021_0.pdf

MDMAP Power Analysis

Starcevich, L.A., Swenson, J. 2023. *NOAA Marine Debris Monitoring and Assessment Project Survey Design Development: Power Analysis for Trend Detection and Status Estimation in Shoreline Marine Debris Items*. Final Report to the NOAA Marine Debris Program under Genwest Systems, Inc. Contract No.1305M223FNCNR0173. 102pp. Available online at: <https://clearinghouse.marinedebris.noaa.gov/project?mode=View&projectId=2472>.

MDMAP Survey Design

Starcevich, L.A., Swenson, J., Burgess, H.B., Uhrin, A.V. 2023. *NOAA Marine Debris Monitoring and Assessment Project Survey Design Development: Shoreline Marine Debris Survey Design*. Final Report to the NOAA Marine Debris Program under Genwest Systems, Inc. Contract 12345. 46pp. Available online at: <https://clearinghouse.marinedebris.noaa.gov/project?mode=View&projectId=2472>.

Other Reference Documents

[NOAA's Scientific Integrity Policy](#)

Initial NEPA Analysis

NOAA will conduct an environmental review to ensure compliance with applicable environmental law requirements, including but not limited to those related to the National Environmental Policy Act (NEPA), Coastal Zone Management Act (CZMA), Endangered Species Act (ESA), Magnuson-Stevens Fishery Conservation and Management Act (MSA), Marine Mammal Protection Act (MMPA), and National Historic Preservation Act (NHPA). The selected contractor is not authorized to expend federal funds for any field activities until this environmental review is complete. This restriction will not apply to administrative or project planning activities, including equipment purchases or other non-field-based activities, pending completion of the additional environmental review. By accepting this contract, the contractor agrees to provide any information requested by NOAA that may be required to complete this review. The contractor and any subcontractors will be responsible for complying with all applicable local, state and federal law reviews prior to and during the execution of project activities. Once the environmental review is completed by NOAA, the contractor will be authorized to expend federal funds for field activities unless there are other conditions placed on the award that would restrict this expenditure of funds.

1.7 PERFORMANCE REQUIREMENTS SUMMARYs

This requirement will include a Performance Requirements Summary (PRS) like the example located in Section 8.0. The PRS plays an integral role in the administration of the requirement. In addition to any applicable inspection clauses or other related terms and conditions contained in the contract, the PRS shall serve as a primary tool for inspection and acceptance of services as facilitated by the COR. Evaluation of the Contractor's overall performance shall be in accordance with the performance standards set forth in the PRS, and will be conducted by the COR. The PRS constitutes a material aspect of the agreement and will not be changed or otherwise modified without prior written approval of the Contracting Officer (CO).

2.0 SPECIFIC REQUIREMENTS AND TASKS

The Contractor shall provide all labor, materials, and supplies required to complete the tasks below over the contract period of performance and in accordance with their proposal.

2.1 ADMINISTRATION, MANAGEMENT, AND COORDINATION

Complete administrative and management tasks to successfully implement the contract. Coordinate with NOAA MDP as needed regarding the management, planning, implementation, and assessment of the shoreline monitoring activities and data. Within this requirement, the Contractor is not responsible for completing environmental compliance (National Environmental Policy Act and Other Applicable Laws). This will be completed by NOAA and documentation provided to the Contractor upon final approval. Specific anticipated tasks are as follows:

- 2.1.1. Coordinate with NOAA MDP to ensure all environmental compliance requirements are met prior to conducting surveys. NOAA MDP will complete environmental compliance, and the Contractor will be required to adhere to any compliance provisions, mitigations or best practices.
- 2.1.2. Participate in a planning-phase kickoff meeting, to include sample design discussions and a general review of data collection efforts with the COR, CO and NOAA MDP Task Managers (TM).
- 2.1.3. Participate in monthly coordination meetings with the COR, CO and TM, serving as a primary interface between Government and Contractor personnel, to discuss the status of contract tasks, planning and invoicing.
- 2.1.4. Manage administrative functions for the contract, including record keeping and reporting, budgeting, scheduling surveys and any associated travel.
- 2.1.5. Communicate with the COR on any immediate or anticipated potential risks associated with cost.
- 2.1.6. Review and monitor Contractor/sub-Contractor technical work for overall quality, efficiency, and timeliness.
- 2.1.7. Provide miscellaneous reports to the COR as needed.
- 2.1.8. Liaise with the Government to facilitate smooth workforce relationships.
- 2.1.9. Submit a Diversity, Equity, Inclusion and Accessibility (DEIA) Plan within 30 days of award. (Section 3.3)

2.1.10. Submit quarterly comprehensive progress reports (Section 4.6) to the COR, CO and TM to include the following:

- status of budget;
- status of permits;
- status of QA/QC Management Plan;
- status of Safety Plan, Scheduling/Travel/Staffing Plan;
- status of Survey Schedule;
- status of Diversity, Equity, Inclusion and Accessibility Plan;
- status of any subcontracts;
- status of handout development;
- status of field operations (any upcoming, sites visited, any deviations from the survey design, data entry progress, lessons learned);
- any challenges encountered (i.e., team turnover, delayed sampling, bad weather, etc.);
- any other observations/risks from quarterly effort; and
- accomplishments, challenges, Gantt chart and trainings for the respective quarter; and work performed during the invoice period, to include significant findings, issues, recommendations (as applicable).

2.2 PLANNING AND FIELD SAFETY

Plan and coordinate logistics for data collection, including but not limited to scheduling field activities, planning travel, coordinating planning calls, obtaining needed supplies and permits, and ensuring safety in the field. The Contractor will be responsible for determining the method, and securing and paying for transportation to and from survey sites, which may include cars, boats, planes, non-motorized vessels etc. When necessary to access survey sites via boat, planes or kayaks, Contractors are responsible for securing and paying for these services. These services will not be provided by NOAA.

- 2.2.1. Identify and acquire the required permits for shoreline survey activities and share a list of sites that require permits with NOAA MDP. All permits should be obtained prior to commencement of shoreline surveys and shared with the NOAA MDP for record management.
- 2.2.2. Create a comprehensive Quality Assurance and Quality Control Management Plan and provide it to NOAA MDP for review and approval prior to commencement of shoreline surveys.
- 2.2.3. Create a comprehensive Safety Plan for all shoreline monitoring activities (including accessing sites) and provide it to NOAA MDP for review and approval prior to commencement of shoreline surveys. See Section 4.2.
- 2.2.4. Determine and furnish appropriate quantity of supplies and equipment required for data collection and management, to potentially include those listed on pages 5 and 6 of [Burgess et al. \(2021\)](#) as appropriate for location and conditions. Although there is no offline data collection application for mobile devices, the MDMAP web browser application may be used for this purpose (if internet connection is available) or traditional hard copy data sheets can be filled out by hand.
- 2.2.5. Obtain existing data for field site planning purposes (e.g., tides, weather, known shoreline clean-up dates).

- 2.2.6. Coordinate with NOAA MDP staff and TM, partners, and land managers to ensure minimal data collection interference from local beach clean-ups. Clean-ups should be avoided within the survey sites for at least a month prior to data collection.
- 2.2.7. Contractor field leads will undergo data collection and data entry training in-person with NOAA MDP staff. Contractor field leads will ensure any additional field staff receive training for the specified protocol and have thoroughly reviewed the MDMAP Tutorial Videos and protocol documents, as described in Section 3.4.
- 2.2.8. Create a Scheduling/Travel/Staffing Plan that includes subcontractors if necessary and provide it to NOAA MDP for review approval prior to commencement of shoreline surveys. The plan is to be based on the survey design supplied by NOAA MDP (Starcevich et al. 2023). The plan shall also include conflict resolution procedures (Section 3.6).

2.3 MONITORING SURVEY DESIGN IMPLEMENTATION

Conduct marine debris shoreline surveys at predetermined shoreline sites following MDMAP on-site protocols.

- 2.3.1. The Contractor will be responsible for conducting shoreline marine debris surveys within the 8 Primary Scope regions (1-7, 10) described above and any exercised Additional Scope regions/subregion (8, 9, 4A) and shall conduct shoreline marine debris surveys at spatial and temporal scales identified by NOAA MDP (see Year 0 in Table 3 of Starcevich et al. 2023), using the published MDMAP on-site protocol (Burgess et al. 2021) as defined in Section 1.3 (Primary Scope) and Section 1.4 (Additional Scope) above. In addition to the standard MDMAP debris item count data, the Contractor will weigh and report the total mass of all debris items collected from within each replicate transect.
- 2.3.2. Contractors must follow the predetermined, spatially-balanced survey design provided by NOAA MDP (Starcevich et al. 2023). The design includes 50 unique sites per region where a single shoreline survey will be conducted once during a 12-month period within an assigned quarter (one visit) and 12 sites per region where quarterly shoreline surveys will be conducted during the same 12-month period (four replicated visits) (see Year 0 in Table 3 of Starcevich et al. 2023). Excel files containing site coordinates are available upon request. On occasion, sites may need to be relocated, omitted or substituted from the final sampling frame for various reasons (see Figure 1 in Starcevich et al. 2023). Additional guidance and criteria for altering the original survey design in this way may be found in Starcevich et al. (2023) *Determining the Sample Frame, Generating Sample Draws and Evaluating Sites* (pages 3-4) and *Practical Survey Considerations* (pages 18-19). Once arriving on site, data collection typically requires between 45-120 minutes to complete.

Fieldwork of this nature is likely not seasonally practical in some regions (i.e., Regions 1, 8, 10). In this case, it is possible that the panel of 12 quarterly-visited sites may not be accessible in all quarters, resulting in fewer than four revisits within the 12 month period. In addition, the temporal schedule for completing the panel of 50 annual sites may need to be compressed into favorable months/quarters of the year at the Contractor's discretion and in consultation with NOAA MDP.

- a. *Option 1: Region 8, Alaska*

Contractors must follow the predetermined, spatially-balanced survey design provided by NOAA MDP which includes a list of shoreline sites with latitude and longitude specific to Alaska (Excel file available upon request). The design includes 50 unique sites per region where a single shoreline survey will be conducted once during a 12-month period within an assigned quarter (one visit) and 12 sites per region where quarterly shoreline surveys will be conducted during the same 12-month period (four replicated visits) (see Year 0 in Table 3 of Starcevich et al. 2023). Once arriving on site, data collection typically requires between 45-120 minutes to complete.

However, fieldwork of this nature is likely not practical in all parts of Alaska year-round (i.e. North Slope area). Thus, it is possible that the panel of 12 quarterly-visited sites may not be accessible, in all quarters, resulting in fewer than four revisits within the 12 month period. In addition, the temporal schedule for completing the panel of 50 annual sites will likely be compressed into favorable months/quarters of the year at the Contractor's discretion and in consultation with NOAA MDP.

On occasion, sites may need to be relocated, omitted or substituted from the final sampling frame for various reasons (see Figure 1 in Starcevich et al. 2023). Additional guidance and criteria for altering the original survey design in this way may be found in Starcevich et al. (2023) *Determining the Sample Frame, Generating Sample Draws and Evaluating Sites* (pages 3-4) and *Practical Survey Considerations* (pages 18-19).

b. *Option 2: Region 9, Hawaiian and other Pacific Islands (Pacific Islands)*

Contractors must follow the predetermined, spatially-balanced survey design provided by NOAA MDP which includes a list of shoreline sites with latitude and longitude specific to the Hawaiian and other Pacific Islands (Excel file available upon request). The design includes 50 unique sites per region where a single shoreline survey will be conducted once during a 12-month period within an assigned quarter (one visit) and 12 sites per region where quarterly shoreline surveys will be conducted during the same 12-month period (four replicated visits) (see Year 0 in Table 3 of Starcevich et al. 2023). Once arriving on site, data collection typically requires between 45-120 minutes to complete.

On occasion, sites may need to be relocated, omitted or substituted from the final sampling frame for various reasons (see Figure 1 in Starcevich et al. 2023). Additional guidance and criteria for altering the original survey design in this way may be found in Starcevich et al. (2023) *Determining the Sample Frame, Generating Sample Draws and Evaluating Sites* (pages 3-4) and *Practical Survey Considerations* (pages 18-19).

c. *Option 3: Region 4A, Caribbean*

Contractors must follow the predetermined, spatially-balanced survey design provided by NOAA MDP which includes a list of shoreline sites with latitude and longitude specific to the Caribbean (Excel file available upon request). Here, the inclusion of the Caribbean would not add additional surveys, rather it would replace a select number of sites (approximately 5-7 sites per quarter) in the East Gulf of Mexico with sites from the Caribbean. In the Excel file, Caribbean sites are highlighted gray to distinguish them from the other East Gulf of Mexico sites.

On occasion, sites may need to be relocated, omitted or substituted from the final sampling frame for various reasons (see Figure 1 in Starcevich et al. 2023). Additional guidance and criteria for altering the original survey design in this way may be found in Starcevich et al. (2023) *Determining the Sample Frame, Generating Sample Draws and Evaluating Sites* (pages 3-4) and *Practical Survey Considerations* (pages 18-19).

- 2.3.3. All surveys should have a field leader present who has undergone NOAA MDP-led data collection training including data entry training. Field survey teams should not exceed 2-3 individuals.
- 2.3.4. Appropriately dispose of any collected marine debris. Only debris that can be safely collected by hand should be removed. Any debris that is too large to safely remove or is deemed hazardous may be left in place but noted in the MDMAP survey form.
- 2.3.5. Coordinate safe and efficient travel to and from survey sites per the approved Safety Plan (Task 2.2.3), which depending on location, may involve use of boats, kayaks, bush planes, or off-road vehicles, in addition to access by car or foot.
- 2.3.6. Coordinate and discuss with NOAA MDP any site-specific access or safety concerns that arise during planning or implementation so that an alternative site can be selected from the sampling design, if necessary.
- 2.3.7. Adhere to the approved Safety Plan. (Task 2.2.3).
- 2.3.8. Implement protected resources Best Management Practices. Ensure Best Management Practices, conservation recommendations, and disposal techniques are followed as required by NOAA or other federal, state or local agencies.
- 2.3.9. Notify the COR, CO and TM of any expected delays to shoreline survey activities or deviations from the Scheduling/Staffing Plan that would delay performance.
- 2.3.10. Adhere to the approved Quality Assurance and Quality Control Management Plan. (Task 2.2.2).

2.4 DATA ENTRY, STEWARDSHIP, AND ANALYSIS

- 2.4.1. Each individual contract staff responsible for entering data must register for an account with the [MDMAP Database](#).
- 2.4.2. Data (including Additional Scope options if exercised) must be entered into the [MDMAP Database](#) within two weeks following a quarterly field survey round (e.g., full complement of sites in each region). Data may be entered directly into the MDMAP database via mobile device while in the field (using the browser application if internet connection is available) or by transcribing hardcopy datasheets into the database. When hardcopies are used, images of the datasheets should be uploaded to the database as an attachment to the survey.
- 2.4.3. Verify the entered data by comparison with field datasheets and photographs, identify and correct errors.
- 2.4.4. Submit a final report that includes calculations of annual status estimates for each of the 8 regions in the Primary Scope and any regions exercised as part of the Additional Scope. Status estimates should include mean abundance per 100 meters scaled to the total shoreline length of the region, as well as measures of variation as described in the survey design report (Starcevich et al. 2023). Means may be weighted in accordance with the sampling survey design to account for

any frame error and non-response error due to logistical or practical constraints that result in deviations from the initial sample of sites (see Figure 1 in Starcevich et al. 2023). Additional guidance for calculating status estimates may be found in Starcevich et al. (2023) *Analysis Considerations* (pages 20-21).

2.4.5. Any statistical software code used to perform the above must be included in the Final Report.

2.5 COMMUNICATIONS AND OUTREACH

2.5.1. Develop, in collaboration with NOAA MDP, talking points and a one-page handout to be utilized by field staff who encounter members of the public or other interested parties during the surveys, to provide background information and identify goals of the project.

3.0 CONTRACTOR PERSONNEL

The Contractor shall provide a sufficient number of qualified personnel to perform the work described in this PWS and in accordance with subsequent task orders. These personnel shall provide the core of knowledge for the Contractor to ensure uninterrupted performance at acceptable quality levels. Contract supervisors shall provide day-to-day supervision of contract personnel including, but not limited to: work monitoring, payroll records, leave, etc. At no time shall Government personnel supervise Contractor personnel. Government assistance shall be available to provide technical and policy guidance through the COR.

The Contractor shall assign a full-time employee as the Project Manager (Section 3.1) who has final responsibility for the contract. This individual shall have full authority to act for the Contractor in all day-to-day matters relating to Contractor performance and shall work with the Government's COR in the administration, management, performance, and procedural and technical matters pertaining to this contract.

The primary purpose of this contract is to coordinate and implement a marine debris shoreline monitoring survey design. The Contractor shall provide all staff necessary for the execution of the work, and must ensure that the personnel performing the work meet all skills, safety and other requirements.

The Contractor shall provide personnel with the appropriate skills and experience necessary to perform the tasks described in this requirement. This work requires trained staff, often at an education or experience level specified for scientific work. Individual task needs may have requirements for project management, environmental field sampling logistics and large-scale data collection, safety, data entry and management, statistical analysis, budget/finance, permit coordination, travel coordination, as well as operation of vehicles to access survey sites.

3.1 KEY PERSONNEL

3.1.1 Program Manager

The Program Manager (PM) shall be the Contractor's primary administrative representative having full authority to act on matters pertaining to the performance of the services under this contract. The PM

shall be responsible for all aspects of performance (i.e., technical, contractual, administrative, and financial). The PM shall act as the primary interface between Government and Contractor personnel, and review and monitor Contractor technical work for overall quality, efficiency, and timeliness. The PM shall coordinate these activities with the CO and the COR.

The PM shall meet with the COR and other Government personnel to discuss any problems or other issues as they arise. After normal business hours, the PM, or designee, shall be available within two hours of contact for project related problems deemed urgent by the COR. The Contractor shall obtain Government approval of any proposed replacement of the PM.

The PM shall have at least a bachelor's degree in a relevant scientific or administrative discipline from an accredited college or university and shall have a minimum 10 years of project management experience. The Contractor shall provide a resume and three references to the Government for the PM.

Specifically, the PM shall:

- provide quarterly reports of progress toward products;
- communicate with the COR on any unusual situations or risks as they arise;
- meet monthly or as needed with COR to review invoices and progress;
- provide miscellaneous administrative reports to COR, as requested; and
- ensure that all contract staff are adhering to approved plans for Safety, Quality Control, Scheduling/Staffing and Diversity, Equity, Inclusion and Accessibility.

3.1.2 Field Team Leader(s)

Contractor field staff should have a science background with experience in conducting scientifically-designed fieldwork to support environmental monitoring or other ecological surveys. Experience with statistical analyses, scientific writing and content review is also desired.

The Field Team Leader(s) will be in charge of the field survey teams in each region. The Field Team Leader(s) will attend the in-person MDMAP training session led by the NOAA MDP (Section 3.4) and will be responsible for training the remainder of the field survey team members. The Field Team Leader(s) will also assist with operational planning and preparation (i.e., required permits, plans and scheduling) and the purchase of necessary supplies. The Field Team Leader(s) may oversee QA/QC of the survey data and data entry into the MDMAP database.

The Field Team Leader(s) shall have at least a bachelor's degree in a relevant scientific discipline from an accredited college or university and shall have a minimum 5 years of field project management and field data collection and data analysis experience. The Contractor shall provide a resume and three references to the Government for the PM.

3.2 OTHER PERSONNEL

NOAA would expect the Contractor to comprehensively describe the structure of the project team including field teams and responsibilities associated with permit acquisition/management, operational planning, data handling, data verification/validation, statistical analysis roles, contract administration, and report editing. Of particular note is the need for staff to perform field survey data entry for all regions into the existing MDMAP database as well as QA/QC of said field survey data. Staff will also perform the status estimates for each region following the protocol outlined in the survey design report

(Starcevich et al. 2023). Because of the complicated nature of these calculations, it is recommended that this individual have a moderate to strong statistical background.

3.3 DIVERSITY, EQUITY, INCLUSION AND ACCESSIBILITY PLAN

NOAA and the MDP emphasize a diverse and welcoming working environment, where all people have an opportunity to contribute. The Contractor shall provide a Diversity, Equity, Inclusion and Accessibility (DEIA) Plan demonstrating how the company is advancing diversity (e.g., race, color, disability, ethnicity, gender, gender identity), equity, inclusion, and accessibility in its workforce and recruitment efforts.

3.4 TRAINING

Prior to independently leading shoreline surveys, Contractor field leads will undergo data collection and data entry training in-person with NOAA MDP staff, date(s) and location(s) to be determined, depending upon the number of contract staff serving as field leads and their respective base locations. Training will consist of conducting surveys, calibrating debris classification, and entering and submitting data into the appropriate database. Training will include some brief lectures on the MDMAP protocol followed by a minimum of one practice field survey, with a duration of 1-2 days. Contractor field leads will be responsible for training other staff, ensuring that protocol adherence is applied consistently.

Prior to participation in training, all Contractor field staff must thoroughly review the MDMAP Tutorial Videos (<https://marinedebris.noaa.gov/monitoring/mdmap-tutorials>) and Shoreline Survey Guide and Item Categorization Guide (See Section 1.6 Applicable References and Documents).

3.5 EMPLOYEE IDENTIFICATION

Contractor employees visiting Government facilities shall wear an identification badge (personal or company-issued) that, at a minimum, displays Contractor company, the employee's photo, name, clearance-level and expiration date. Contractor employees shall display identification or visitor badges in plain view above the person's waist at all times whilst on site or in Government buildings. Contractor employees shall comply with all Government site escort/visitor rules and requirements. All Contractor employees shall identify themselves as Contractors when their status is not readily apparent (in meetings, in e-mail messages, etc.).

3.6 PROFESSIONAL CONDUCT

As noted above, NOAA MDP highly values a blended workforce of federal and Contractor staff. NOAA MDP is also an organization that relies heavily on partnerships, both in facilities and in working with external collaborators and customers. NOAA MDP expects federal and Contractor staff to treat each other and NOAA MDP partners appropriately with respectful, professional conduct. To foster a safe and inclusive environment, it is important that both the Government and Contractor staff have an avenue to raise and resolve onsite disputes. If there is a conflict/dispute onsite between Government and Contractor personnel, the Contractor personnel should contact the PM. The PM will consult the approved staffing plan for conflict resolution procedures and notify the COR.

Government may also, at its sole discretion (in coordination with the COR and CO where practical), direct the Contractor to immediately remove any Contractor employee from the field site. Removal does not relieve the Contractor of the responsibility to continue providing the services required under the contract. The CO will provide the Contractor with a written explanation to support any request to remove an onsite employee.

4.0 OTHER APPLICABLE CONDITIONS

4.1 PERIOD OF PERFORMANCE (*Anticipated*)

Base Period	September 1, 2024 – August 31, 2027
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The period of performance (POP) for this award will not exceed 36 months from the date of award and one, six-month option to extend services in accordance with FAR 52.217-8. However, the on-site surveys within a given region must occur within a continuous 12 month period. Additional time within this contract is intended for planning, data analysis, and report generation. This is a firm fixed-price three-year term contract with a 36-month base period.

4.2 SAFETY CONSIDERATIONS

The Contractor shall adhere to all federal, state and local safety regulations when on Government property or performing Government services. Contractor shall report all safety issues to the PM.

4.2.1 Hazardous Waste and Environmental Compliance

The Contractor shall take precautions if they come across any hazardous waste items while conducting monitoring surveys with due regard to the safety of its own and Government workers. The Contractor shall comply with all local, state, and federal regulations (e.g., Environmental Protection Agency; Occupational Safety and Health Administration) pertaining to hazardous waste disposal and safety.

The Contractor shall recycle where practicable, in an environmentally safe manner.

The Contractor is required to comply with National Environmental Policy Act and all other environmental compliance statutes if they are applicable to the scope of work activities being conducted. These laws include but are not limited to the: Endangered Species Act, Clean Water Act, National Historic Preservation Act, Essential Fish Habitat Provisions of the Magnuson-Stevens Act. All applicable Best Management Practices to avoid impacts to protected resources are required to be employed during vessel and other field operations. All applicable federal, state and local permits required will be obtained prior to commencement of field work.

4.3 INTELLECTUAL PROPERTY RIGHTS

All deliverables and services rendered as a part of this agreement are or become the property of the U.S. Government. This includes but is not limited to all drafted or shared data, documents, analyses, files

(digital or other), reports, notes, photos, communications, or any other original works. Aforementioned items available to the Contractor during the period of performance may only be used by Contractor personnel to conduct work on behalf of the Government. Copies are not to be disseminated to anyone outside of NOAA MDP/OR&R or to any other Contractor personnel without explicit release from the COR.

Project related files and data should be stored on secure hard drives or cloud storage for the duration of the project. Deliverables will be submitted to NOAA via email. Data should be stored and submitted to NOAA via the MDMAP Database.

4.4 POST AWARD CONFERENCE

The Contractor shall prepare an agenda for and attend a Post Award Conference with the CO, COR and TM no later than ten (10) calendar days after the date of award. The purpose of the Post Award Conference, which will be chaired by the CO, is to discuss technical and contracting objectives of this agreement. The Post Award Conference will be held via teleconference.

4.5 QUALITY CONTROL PLAN

The Contractor shall submit a Quality Control Management Plan (QCP) to the COR according to the deliverables schedule outlined in Section 7.0 (no later than 30 days from the date of award). The QCP shall ensure that requirements are complete in accordance with all applicable Government regulations and instructions as outlined within the PWS.

The COR, CO and TM have 15 days to review and approve or note deficiencies with the submitted plan. A final QCP shall be submitted to the COR, CO and TM no later than 60 days from the date of award. Once approved, the Contractor shall abide by this plan throughout the entire performance period of the contract, unless otherwise updated and approved by the CO.

In the QCP the Contractor shall develop quality control procedures and implement Acceptable Quality Levels (AQLs) to be used for ensuring acceptable performance of functions listed in the PWS included for individual tasks. At a minimum, the Contractor's QCP shall include:

- a specific dedicated section that addresses quality control as it relates to the PWS/specifications of the requirement;
- an internal quality control and inspection system for the completion of requirements;
- listing of techniques to identify and prevent deficiencies in quality and quantity of service performed before the level of performance affects the requirements AQLs;
- the job titles and organizational positions of the individuals who will conduct the inspections must be specified;
- procedures and methodology for identifying potential problems, risks, and deficiencies in services, reporting of issues, resolution methods, and assuring they do not re-occur;
- procedures, including timing, to correct any deficiency in products or services that may occur;
- a file of information (which shall be made available to the Government, upon request) regarding inspection and other quality and internal control actions that documents the purpose of the inspection, the results of the inspection, and any corrective action taken as a result of the inspection; and a requirement that the Contractor shall record and report all end-user identified complaints and resolutions to the COR on a monthly basis.

The Government may require that the QCP be updated during the performance of the award should a deficiency in the plan be identified. In the event of any needed changes to the QCP, a revised copy of the plan shall be submitted by the Contractor to the CO within five (5) business days of being notified of the needed updates.

4.6 QUARTERLY PROGRESS REPORTS

The Contractor shall provide a quarterly progress report to the CO, COR and TM via email that shall be submitted in the following format:

- Table of contents that links to each section with a footer that links back to the first content page.
- Introduction to the quarterly report; i.e. purpose, due dates, content it provides.
- Information from the Contractor's management team regarding observations, accomplishments, and risks.

The quarterly progress report shall include, at a minimum, the following content:

- status of budget;
- status of permits;
- status of QA/QC Management Plan;
- status of Safety Plan, Scheduling/Travel/Staffing Plan;
- status of Survey Schedule;
- status of Diversity, Equity, Inclusion and Accessibility Plan;
- status of any subcontracts;
- status of handout development;
- status of field operations (any upcoming, sites visited, any deviations from the survey design, data entry progress, lessons learned)
- any challenges encountered (i.e., team turnover, delayed sampling, bad weather etc.)
- any other observations/risks from quarterly effort;
- accomplishments, challenges, Gantt chart and trainings for the respective quarter; and work performed during the invoice period, to include significant findings, issues, recommendations (as applicable).

4.7 PROGRESS MEETINGS

The PM shall meet (via teleconference) with the COR and TM monthly (or *ad hoc* as needed) to present deliverables, discuss progress, exchange information, resolve emergent technical problems and issues, and discuss accomplishments and challenges from the field work and plans for the next sampling period.

Contractor shall document all meetings with notes submitted to the COR via email three (3) days after the meeting occurs, to be approved and signed by the PM and COR for the record.

4.8 FINAL REPORT

The Contractor shall provide a Final Report to the CO, COR and TM via email that shall be submitted in the following format:

- Executive Summary

- Introduction & Research Question
 - Establish the context of the work by providing background information and state the main objective of the work.
- Methods
 - Briefly describe the methods employed to complete the project which will include a brief summary of the MDMAP on-site protocol (Burgess et al. 2021), survey design (Starcevich et al. 2023) and how the data were analyzed for status status estimates (Starvcevich et al. 2023).
 - All statistical procedures and software used should be well-documented including any code.
 - Provide clear documentation of any primary sites that were excluded (by region) and the justification for such. Provide clear documentation of which alternative sites were surveyed instead (by region).
- Results
 - Status estimates for each of the 8 regions in the Primary Scope and any regions exercised as part of the Additional Scope should include mean abundance per 100 meters scaled to the total shoreline length of the region, as well as measures of variation as described in the survey design report (Starcevich et al. 2023). Means may be weighted in accordance with the sampling survey design to account for any frame error and non-response error due to logistical or practical constraints that result in deviations from the initial sample of sites (see Figure 1 in Starcevich et al. 2023). Additional guidance for calculating status estimates may be found in Starcevich et al. (2023) *Analysis Considerations* (pages 20-21).
 - Regional status estimates should be presented in an orderly and logical sequence using both text and illustrative materials (Tables and Figures).
- Discussion/Conclusion
 - Please discuss any important or noteworthy findings with respect to the status estimates.
 - Clearly document all accomplishments and challenges.
- References
 - Please include a list of references used in the final report. Any format is fine as long as it is consistent.

4.9 TRAVEL

The Contractor shall be responsible for the planning, coordination, and funding of travel for its employees in support of the performance of the work requirements outlined herein. Authorized travel will be reimbursed by the Government based on actual costs, through the invoicing process. The Contractor is required to obtain PM and COR approval for any travel before it is planned and booked.

Travel will be reimbursed in accordance with the Federal, DOC, and NOAA Travel Regulations. Where applicable, the Contractor shall look for cost savings on all travel related expenses.

5.0 GENERAL PROPERTY/EQUIPMENT/ACCOUNTABILITY AND IT SECURITY REQUIREMENTS

5.1 GOVERNMENT FURNISHED EQUIPMENT (GFE) AND SUPPLIES

The Government will not provide any property, services, space, or supplies necessary to perform the services specified herein.

5.2 CONTRACTOR FURNISHED PROPERTY

The Contractor is required to supply its own equipment, including facilities, field transportation, field supplies, Information Technology (IT) equipment and services necessary to fulfill the requirements of this agreement.

5.3 IT SECURITY REQUIREMENTS

The Assessment and Authorization (A&A) requirements of Clause 48 CFR 1352.239-72 do not apply, and a Security Accreditation Package is not required.

The Contractor shall guarantee strict confidentiality of the information/data when the Government identifies Government Furnished Information/data, controlled unclassified information (CUI) and/or information/data generated during the performance of the task order is of a sensitive nature.

Disclosure of the information/data, in whole or in part, by the Contractor can only be made after the Contractor receives prior written approval from the Contracting Officer. Whenever the Contractor is uncertain with regard to the proper handling of information/data under the contract, the Contractor shall obtain a written determination from the Contracting Officer. The Contractor shall agree not to publish or otherwise divulge such information in whole or part, in any manner or form, nor to authorize or permit others to do so. The Contractor shall take such reasonable measures as are necessary to restrict access to such information while in the Contractor's possession, to those employees needing such information to perform the work provided herein, e.g., on a "need to know" basis.

The Government may grant the Contractor access to Government operated applications, internal file server(s), Government collaboration tool(s) leveraging Google Workspace (i.e., Sites, Drive, Docs, Sheets, Slides, Forms. etc.) and/or internal SharePoint portal(s) for storing and collaborating with NOS organizations in the performance of this contract. All information residing in Government operated application(s), file server(s), Government collaboration tool(s) leveraging Google Workspace and SharePoint portal(s) are designated as controlled unclassified information (CUI) and the Contractor shall protect the information at all times.

The Contractor shall ensure all contract deliverables where information technology used to create deliverables and Information Technology and/or service(s) provided to the Government in performance of the contract complies with DOC and NOAA Supply Chain Risk Management requirements.

To the greatest extent possible, the Contractor shall scan all electronic information/data/software passed to/from NOAA with multiple commercial malicious software detection and removal products (e.g. anti-virus software, anti-malware, anti-spyware, etc.) prior to use by either entity. To the greatest extent possible, the Contractor shall ensure the electronic information, data and/or software provided to the Government is free of known malicious software.

The Contractor shall comply with the *DOC Personally Identifiable Information (PII), Business Identifiable Information (BII), and Privacy Act Breach Response and Notification Plan*. The Contractor shall contact the government assigned ISSO immediately upon detection and/or notification of a breach of PII and/or BII. The Contractor shall upon request assist the Government when a compromise and/or loss of PII and/or BII. Contractor access to proprietary information is required under this SOW. Contractor employees shall safeguard this information against unauthorized disclosure or dissemination in accordance with the Privacy Act, OMB M06-16 (PII) and other pertinent laws and regulations governing the confidentiality of privileged information and Safeguarding Controlled Unclassified Information (CUI) or Sensitive But Unclassified (SBU) or For Official Use Only (FOUO) designated Information. The Contracting Officer may add the following privacy related contract clauses FAR 52.224-1 and FAR 52.224-2 to this contract and applies to both electronic and hardcopy information/data.

The Contractor shall work with the COR prior to sending the deliverables to determine if the information to be transferred requires protection. The Contractor shall protect sensitive information and/or non-public information from unauthorized disclosure and/or modification. The Contractor shall work with the Government assigned Information System Security Officer (ISSO) to determine the applicable sensitive security requirements. If secure transfer is required, the Contract shall ensure no sensitive information is sent using a non-encrypted format. The Contractor shall implement transmission and storage of sensitive information to meet or exceed the National Institute of Standards and Technology (NIST) Federal Information Processing FIPS 140-2 and/or 140-3 *Security Requirements for Cryptographic Modules using* validated cryptographic module(s). Specifically, the body of the email shall not contain sensitive information unless it is encrypted. The Contractor is permitted to use the DOC approved secure file transfer solution, Kiteworks, for transmitting sensitive email messages and attached files. The Contractor shall encrypt any sensitive information that will be sent electronically (e.g., email), sensitive information includes but not limited to:

- a) Personally identifiable information (PII), sensitive PII and/or Business-identifiable information (BII),
- b) Non-public information and/or data,
- c) Information that requires Government approval prior to release to the public,
- d) All information describing the implementation, configuration, settings, etc. (e.g., Information Technology (IT) configuration, IT management, IT security (e.g., security incidents (reporting, handling and mitigation) and security assessment documentation), IT administration, IT

architecture, IT network management (e.g., firewall, router, switch management) and/or information obtained while performing privileged access roles),

- e) Source code and/or database schema,
- f) The vulnerability scanning, secure baselines scanning and/or mitigation results,
- g) The secure baseline deviations,
- h) Internet Protocol, subnet mask and similar identification,
- i) System or component inventory information (hostname, IP address, MAC address, location, operating system, etc.).

The Contractor shall not destroy any information unless specifically authorized by the Contracting Officer Representative/Task Manager. The Contractor upon request of the COR/TM shall use one of the approved methods for secure destruction of unclassified but sensitive information. Approved methods include NIST Special Publications 800-88 *Guidelines for Media Sanitization* (<https://nvlpubs.nist.gov/nistpubs/SpecialPublications/NIST.SP.800-88r1.pdf>) or the National Security Agency in the *Media Destruction Guidance* (<https://www.nsa.gov/resources/everyone/media-destruction/>).

6.0 GOVERNMENT ACCEPTANCE PERIOD

The COR will review deliverables prior to acceptance and if the deliverable is acceptable, the COR will send an email to the Contractor acknowledging that the deliverable has been accepted. The COR will have the right to reject or require correction of any deficiencies found in deliverables that are contrary to the information contained in this PWS. If the deliverable is deemed unacceptable the COR will provide the Contractor with an email that provides documented reasons for non-acceptance. Where applicable the Contractor will have an opportunity to correct the rejected deliverable and return it per delivery instructions.

The timeline for the review and acceptance of deliverables may be found in Section 7. The Contractor shall be responsible for timely delivery to Government personnel in the agreed upon review chain, at each stage of the review. The Contractor shall work with personnel reviewing the deliverables to assure that the established schedule is maintained.

7.0 DELIVERABLES

The Contractor shall provide deliverables in accordance with NAM 1330-52.215-70 Schedule of Deliverables (SEPT 2005) to the COR, CO and TM. Specific tasks, deliverables, and schedules will be developed and identified at the contract level.

Deliverable 1. A draft Quality Control Management Plan is submitted to the COR, CO and TM no later than 30 days from the date of award. The COR, CO and TM then have 15 days to review with a final Plan submitted to the COR, CO and TM no later than 60 days from the date of award. (Task 2.2.2)

Deliverable 2. A draft Safety Plan is submitted to the COR, CO and TM no later than 45 days from the date of award. The COR, CO and TM then have 15 days to review with a final Plan submitted to the COR, CO and TM no later than 75 days from the date of award (Section 2.2.3).

Deliverable 3. A draft Diversity, Equity, Inclusion and Accessibility plan is submitted to the COR, CO and TM no later than 30 days from the date of award. The COR, CO and TM then have 15 days to review with a final Plan submitted to the COR, CO and TM no later than 60 days from the date of award. (Section 3.3).

Deliverable 4. Create and share a draft Scheduling/Travel/Staffing Plan and Survey Schedule with the MDP later than 120 days from the date of award. The COR, CO and TM then have 30 days to review with a final Plan submitted to the COR, CO and TM no later than 180 days from the date of award. (Task 2.2.8)

Deliverable 5. Copies of all required permits are secured and submitted to the COR prior to the initiation of field surveys, no later than 330 days from the date of award. Any permits with an effective period of less than a year should be secured in time to ensure the permit is still valid when fieldwork for those particular sites commences. (Task 2.2.1).

Deliverable 6. A draft one-page project handout to be utilized by Contractor field staff when encountering members of the public or other interested parties while on-site. The handout should briefly summarize the activities being conducted and the overall project objective. The draft handout will be submitted to the COR, CO and TM prior to the initiation of field surveys no later than 300 days from the date of award. The COR, CO and TM then have 15 days to review with a final Plan submitted to the COR, CO and TM no later than 330 days from the date of award. (Section 2.5.1).

Deliverable 7. Monthly check in calls with the CO, COR, and TM. (Task 2.1.3)

Deliverable 8. Comprehensive progress reports submitted quarterly to the COR, CO and TM (Task 2.1.10, Section 4.6.) These will include the status of or changes to:

- status of budget;
- status of permits;
- status of QA/QC Management Plan;
- status of Safety Plan, Scheduling/Travel/Staffing Plan;
- status of Survey Schedule;
- status of Diversity, Equity, Inclusion and Accessibility Plan;
- status of any subcontracts;
- status of handout development;
- status of field operations (any upcoming, sites visited, any deviations from the survey design, data entry progress, lessons learned)
- any challenges encountered (i.e., team turnover, delayed sampling, bad weather etc.)
- any other observations/risks from quarterly effort;
- accomplishments, challenges, Gantt chart and trainings for the respective quarter; and

- work performed during the invoice period, to include significant findings, issues, recommendations (as applicable).

Note: the Contractor shall submit progress reports at the same frequency of invoicing; if a monthly payment schedule is proposed, progress reports shall also be submitted on a monthly basis.

Deliverable 9. No later than two weeks after a quarterly survey round is complete (24-25 sites surveyed per Primary Scope region and Option 2, Hawaiian and other Pacific Islands; potentially 37 sites surveyed for Option 1, Alaska per season - if sites are compressed into favorable months/quarters of the year), data and site photographs for each region shall be uploaded into the MDMAP database. (Task 2.4.2)

Deliverable 10. A draft Final Report will be submitted to the COR, CO and TM no later than 90 days prior to the end of the award. The COR, CO and TM then have 30 days to review with a Final Report submitted to the COR, CO and TM no later than 30 days prior to the end of the award. Contents should include introduction, description of methods and sites/survey locations, calculated annual status estimates per region (total, by MDMAP categories) and any issues encountered, deviations from plan, lessons learned, etc. (see Section 4.8). Annual status estimates for each of the 8 regions outlined in the Primary Scope and any additional regions as outlined in the Additional Scope (should these additional scopes be exercised) to include mean abundance per 100 meters, scaled to the total shoreline length of the region, as well as measures of variation. Means may be weighted in accordance with the sampling survey design to account for any frame error and non-response error due to logistical or practical constraints that result in deviations from the initial sample of sites (see Figure 1 in Starcevich et al. 2023). Additional guidance for calculating status estimates may be found in Starcevich et al. (2023) *Analysis Considerations* (pages 20-21). These annual status estimates should be provided as tables and figures. (Task 2.4.4)

8.0 PERFORMANCE REQUIREMENTS SUMMARY (PRS)

The PRS establishes key elements of Contractor performance that represent “mission essential” service requirements, which are identified in the table below in the “Performance Requirement” column. The “Surveillance Method” column represents the standard against which Contractor performance will be measured in relation to accomplishment of the corresponding service output. It describes the minimum acceptable level of service by the Contractor for satisfactory performance. The “Acceptable Quality Level (AQL)” column displays the maximum allowable deviation from the Performance Requirement. The PRS will be developed at the base contract level. Example listed below.

<i>Performance Element</i>	<i>Performance Requirement</i>	<i>Surveillance Method</i>	<i>Frequency</i>	<i>Acceptable Quality Level (AQL)</i>
Field Team Leaders training	All Field Team Leaders successfully complete required in-person MDMAP training prior to field work (Task 2.3.3, Section 3.4)	100% Inspection by COR and TM	Once	100% of Field Team Leaders have completed in-person

				training
Quarterly Progress Reports	<p>PWS Section 4.6 outlines requirements for Quarterly Progress Reports to ensure there is no slippage in delivery schedule</p> <p>Accuracy and completeness problems are minor</p> <p>Contractor reports and plans accurately reflect the status and progress of all tasks and deliverables</p> <p>Report is comprehensive and includes an accurate financial summary</p>	100% Inspection by COR	Quarterly – submitted as attachment to quarterly invoice	≥95% accuracy
Deliverables	<ol style="list-style-type: none"> 1. Quality Assurance and Control Management Plan submitted and approved (Task 2.2.2) 2. Safety Plan submitted and approved (Task 2.2.3) 3. Diversity, Equity, Inclusion and Accessibility Plan submitted and approved (Task 2.1.10, Section 3.3) 4. Scheduling/Travel/Staffing Plan and Survey Schedule submitted and approved (Task 2.2.8) 5. Permits obtained and submitted and approved (Task 2.2.1) 6. Public facing handout submitted and approved (Task 2.5.1) 7. Monthly check in calls completed and approved (Task 2.1.3) 8. Quarterly progress reports submitted and approved (Task 2.1.11, Section 4.6) 9 Quarterly data entry (Task 2.4.2) 	100% Inspection by COR	100% inspection of all contract deliverables	≥95% of deliverables submitted timely and without required rework required

	10. Final Report submitted and approved (Task 2.4.4; Section 4.8)			
Invoicing	Accurate invoices submitted quarterly	100% inspection by COR	Quarterly	95% accuracy
Overall Contract Performance	Overall contract performance of sufficient quality to earn a Satisfactory (or higher) rating in the COR's annual report on Contractor Performance	Assessment by COR	Annual	All performance elements rated Satisfactory (or higher)

9.0 GLOSSARY OF ACRONYMS

AQL - Acceptable Quality Level

CO - Contracting Officer

COR - Contracting Officer's Representative

CS - Contract Specialist

DOC - Department of Commerce

GFE - Government Furnished Equipment

MDMAP - Marine Debris Monitoring and Assessment Project

MDP - NOAA Marine Debris Program

NOAA - National Oceanic and Atmospheric Administration

NOS - National Ocean Service

OR&R - Office of Response and Restoration

PM - Program Manager

PRS - Performance Requirement Summary

PWS - Performance Work Statement

TM - Task Manager

QASP - Quality Assurance Surveillance Plan

QCP - Quality Control Plan

10.0 LITERATURE CITED

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EXHIBIT 4

JOSH GREEN, M.D.
GOVERNOR | KE KIA'ĀINA

SYLVIA LUKE
LIEUTENANT GOVERNOR | KA HOPE KIA'ĀINA



DAWN N. S. CHANG
CHAIRPERSON
BOARD OF LAND AND NATURAL RESOURCES
COMMISSION ON WATER RESOURCE
MANAGEMENT

STATE OF HAWAII | KA MOKU'ĀINA 'O HAWAII'
DEPARTMENT OF LAND AND NATURAL RESOURCES
KA 'OIHANA KUMUWAIWAI 'ĀINA
LAND DIVISION

P.O. BOX 621
HONOLULU, HAWAII 96809

May 23, 2025

EXEMPTION NOTIFICATION

Regarding the preparation of an environmental assessment pursuant to Chapter 343, HRS and Chapter 11-200, HAR.

Project Title: Issuance of Right of Entry Permit to Dawson MCG, LLC onto Various Unencumbered State – Owned Lands Located at Various Locations Seward of the Shorelines of Hawaii, Maui, Oahu and Kauai.

Project / Reference No.: PSF 25SD-044

Project Location: Unencumbered beaches at 20 locations Statewide Seward of TMKs

Project Description: Unencumbered State Land.

Chap. 343 Trigger(s): Use of State Land

Exemption Class No.: In accordance with Hawaii Administrative Rule Section 11-200.1-15 and the Exemption List for the Department of Land and Natural Resources reviewed and concurred by the Environmental Council on November 10, 20120, the subject request is exempt from the preparation of an environmental assessment pursuant to General Exemption Type 1 that state “Operations, repairs or maintenance of existing structures, facilities, equipment, or topographical features, involving minor expansion or minor change of use beyond that previously existing. And Part 1, Item 44 that states, Permits, licenses, registrations, and rights-of-entry issued by the Department that are routine in nature, involving negligible impacts beyond that previously existing”.

Cumulative Impact of
Planned Successive
Action in Same Place
Significant?:

No. The temporary use of the land for beach cleaning and maintenance will not result in any significant cumulative impact.

Particularly Sensitive Environment?:

In the past, permits were issued for similar types of events on the beaches in the area, which have resulted in no known significant impacts to the natural and environments resources in the area.

Analysis:

As such, staff believe that the proposed events would involve negligible or no expansion or change in use of the subject are beyond that previously existing.

Consulted Parties

See page 4 of Submittal for list of consulted parties.

Recommendation:

Declare that, after considering the potential effects of the proposed disposition as provided by Chapter 343, HRS, and Chapter 11-200.1 HAR, this project will probably have minimal or no significant Effect on the environment and is therefore exempt from the preparation of an environmental assessment as a de minimis action.

Comments

JOSH GREEN, M.D.
GOVERNOR | KE KIA'ĀINA

SYLVIA LUKE
LIEUTENANT GOVERNOR | KA HOPE KIA'ĀINA



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KA 'OIHANA KUMUWAIWAI 'ĀINA
LAND DIVISION

P.O. BOX 621
HONOLULU, HAWAII 96809

MEMORANDUM

State Agencies:

FROM	<input checked="" type="checkbox"/> DLNR-Forestry & Wildlife	<input checked="" type="checkbox"/> DLNR-Commission on Water Resource Mgmt.
	<input checked="" type="checkbox"/> DLNR-State Parks	<input checked="" type="checkbox"/> DLNR-Aquatics
	<input checked="" type="checkbox"/> DLNR-Engineering	<input checked="" type="checkbox"/> DLNR-Oahu District Land Office
	<input checked="" type="checkbox"/> DLNR-Historic Preservation	<input checked="" type="checkbox"/> Department of Hawaiian Home Lands
	<input checked="" type="checkbox"/> DLNR-Conss & Coastal Lands	<input checked="" type="checkbox"/> Office of Hawaiian Affairs
	<input checked="" type="checkbox"/> Department of Agriculture	<input checked="" type="checkbox"/> Hawaii District Land Office
	<input checked="" type="checkbox"/> Maui District Land Office	<input checked="" type="checkbox"/> Oahu District Land Office
	<input checked="" type="checkbox"/> Kauai District Land Office	

Hawaii County Agencies:

<input checked="" type="checkbox"/> Planning Department	<input checked="" type="checkbox"/> Department of Facility Mgmt.
<input checked="" type="checkbox"/> Department of Parks and Recreation	

Maui County Agencies:

<input checked="" type="checkbox"/> County of Maui Planning Dept.	<input checked="" type="checkbox"/> County of Parks and Recreation
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Honolulu County Agencies:

<input checked="" type="checkbox"/> Dept. of Planning & Permitting and Planning	<input checked="" type="checkbox"/> Dept. of Parks and Recreation
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Kauai County Agencies

<input checked="" type="checkbox"/> County of Kauai Dept. Planning	<input checked="" type="checkbox"/> County of Kauai Dept. of Parks and Recreation and Permtting
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TO **FROM:** Michael Ferreira, Land Agent

SUBJECT: Issuance of Right-of-Entry Permit to Dawson MCG, LLC onto Various Unencumbered State-Owned Lands Located at Various Locations Seaward of the Shorelines of Hawaii, Maui, Oahu and Kauai.

LOCATION: Statewide, Tax Map Key: Various parcels of State Land APPLICANT: Dawson MCG, LLC for NOAA

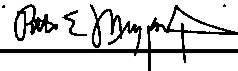
(See next page)

Transmitted for your review and comment is a draft Board submittal of the above referenced request involving State lands. We would appreciate your comments on this application. Please highlight your agency above and submit any comments by **Thursday, May 8th, 2025**. If no response is received by this date, we will assume that you have no comment, or any submissions for comments will be marked late and presented separately from the submittal. If you have any questions about this request, please contact me at my office at 587-0421, or email Michael.H.Ferreira@hawaii.gov. Thank you.

Enclosure

- We have no objections.
- We have no comments.
- Comments are attached.

Coordinates on the table (Exhibit 3) for Oahu Properties is not consistent with the coordinates pinned on the aerial photos. Please either change the coordinates on the aerial photos or add the TMK's to each photo to make it clearer.

Signed  _____

JOSH GREEN, M.D.
GOVERNOR | KE KIA'ĀINA

SYLVIA LUKE
LIEUTENANT GOVERNOR | KA HOPE KIA'ĀINA



DAWN N. S. CHANG
CHAIRPERSON
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Kauai County Agencies

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TO **FROM:** Michael Ferreira, Land Agent

SUBJECT: Request for Comments, Issuance of Right of Entry Permit to Dawson MCG, LLC onto Various Unencumbered State Owned Lands Located at Various Locations Seaward of the Shorelines of Hawaii, Maui, Oahu, and Kauai.

LOCATION: Statewide, Tax Map Key: Various parcels of State Land

APPLICANT: Dawson MCG, LLC for NOAA

(See next page)

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Enclosure

- We have no objections.
- We have no comments.
- Comments are attached.

See attached

Signed *Kaweni Ubara*

From: [Kaweni Ibarra](#)
To: [Ferreira, Michael H](#)
Cc: [Kamakana Ferreira](#); [Kai Markell](#)
Subject: [EXTERNAL] OHA Comment Re: NOAA, Dawson MCG ROE for USACE
Date: Monday, May 5, 2025 6:44:52 AM
Attachments: [Outlook-grnbtchy.png](#)

Aloha e Michael,

The Office of Hawaiian Affairs (OHA) is in receipt of your request for comments for a Right of Entry request from the U.S. Army Corp of Engineers and draft comments by the National Oceanic and Atmospheric Administration (NOAA).

At this time, OHA would like to remind the applicant that the project areas to be traversed may contain human remains that have eroded along the shoreline. In the case of encountering such remains, please contact the State Historic Preservation Division (SHPD) and the police. Please see Hawaii Administrative Rules (HAR) 13-300-40 for further information.

Mahalo for your time. Please feel free to contact me should you have any questions.

Mahalo,

Kaweni Ibarra

Kaweni Ibarra

Compliance Advocate
Office of Hawaiian Affairs



JOSH GREEN, M.D.
GOVERNOR | KA HOPE KIA'ĀINA

SYLVIA LUKE
LIEUTENANT GOVERNOR | KA HOPE KIA'ĀINA



DAWN N. S. CHANG
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LAND DIVISION

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MEMORANDUM

FROM: ~~TO~~: **State Agencies:**

- | | |
|--|---|
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| <input checked="" type="checkbox"/> Kauai District Land Office | |

Hawaii County Agencies:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Planning Department | <input checked="" type="checkbox"/> Department of Facility Mgmt. |
| <input checked="" type="checkbox"/> Department of Parks and Recreation | |

Maui County Agencies:

- | | |
|---|--|
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|---|--|

Honolulu County Agencies:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Dept. of Planning & Permitting
and Planning | <input checked="" type="checkbox"/> Dept. of Parks and Recreation |
|--|---|

Kauai County Agencies

- | | |
|---|--|
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|---|--|

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Signed



Dina U. Lau, Acting Chief Engineer

END