



September 25, 2023

TO: Archaeological Survey Consulting Firms

RE: Invitation to Qualify for Professional Archaeology Services "Phase 1A/Phase 1 – Archaeological Survey"
Division of Soil Conservation and Water Quality

The Iowa Department of Agriculture and Land Stewardship, Division of Soil Conservation and Water Quality (Division), is inviting archaeology firms to submit a Statement of Qualifications (SOQ) packet to prequalify for professional Phase 1A/phase 1 – Archaeological Surveys routinely required by the Division.

A committee of Division personnel will evaluate SOQ submittals. Pre-qualified firms or individuals will remain prequalified for up to six (6) years so long as eligibility requirements are maintained. Prequalification is not an award and does not create an obligation on behalf of the Division. If deemed qualified, firms or individuals will be considered for the included Request for Quotes (RFQ). Qualified firms and individuals will also receive future Request for Quotes (RFQ) whenever the Division requires this type of service.

IDALS is soliciting Statements of Qualifications (SOQ) and Request for Quotes (RFQ) for Phase IA/Phase I Archaeology studies and reports that will meet the requirements of the State Historic Preservation Office of Iowa. You must submit and be deemed qualified to have your quote considered for the attached Request for Quotes (RFQ). If you are not interested in submitting an RFQ at this time you may still submit only the SOQ and complete the pre-qualified process.

Included with this Invitation to Qualify (ITQ) are instructions to complete an SOQ packet. Interested firms and individuals should submit the SOQ packets to Tracy Bruun at tracy.bruun@iowaagriculture.gov by 4:00 PM on Monday, October 10th, 2023, in order to be evaluated during this Invitation to Qualify period. The RFQ document should be in a separate file from the SOQ and both files attached to the same email.

We look forward to hearing from you.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jake Hansen".

Jake Hansen
Chief, Water Resources Bureau

JH/tab

2023 Invitation to Qualify (ITQ)| Requirements for Statement of Qualifications (SOQ)

- PHASE 1A/PHASE 1 – ARCHAEOLOGICAL SURVEY SERVICES

Division of Soil Conservation and Water Quality

NUTRIENT REDUCTION CONSTRUCTED WETLANDS

DATE: SEPTEMBER 19, 2023

The Iowa Department of Agriculture through the Division of Soil Conservation and Water Quality (Division) is issuing a Statement of Qualifications (SOQ) for “Phase 1A/Phase 1 – Archaeological Survey” professional consulting services. Consultants meeting the Statement of Qualifications and that have included the required supporting documentation for the Phase 1A/Phase 1 – Archaeological Survey design services will be pre-qualified for up to six years. Consultants must be pre-qualified to submit quotes.

The Iowa Department of Agriculture and Land Stewardship (IDALS) facilitates the design, permitting, and construction of nutrient management wetlands. Cultural resource studies are required for the permitting requirements for these wetlands. IDALS has recently encountered circumstances where delays in acquiring that will delay the approvals needed to start the construction bidding process.

Information for All SOQs

Statement of Qualifications (SOQ)

The Statement of Qualifications must list the name of the qualified Archaeologist in charge of the Phase 1A/Phase 1 – Archaeological Survey. The qualified Archaeologist in charge should meet the Secretary of the Interior’s Professional Qualifications Standards for Archaeological and historic work in Iowa and must be familiar with guidelines for conducting Archaeological investigations in Iowa.

For a list of the Secretary of Interior’s Professional Qualifications Standards, please visit

<https://www.nps.gov/articles/sec-standards-prof-quals.htm> .

Desired qualification is being a member of the Association of Iowa Archaeologists (AIA). The AIA website is located at <http://aiarchaeologist.org/guidelines/> .

The Statement of Qualifications should be submitted in the same email but as a separate file and shall include the following as a minimum:

- Name of company and office Locations.
 - Brief history of company.
 - Selected list of archaeology reports of projects completed in the last 3-5 years in Iowa that were approved by State SHPO.
 - Resumes of staff who will complete the work.
 - List the name of the qualified Archaeologist that would be in charge of the Phase 1A/Phase 1 study:
 - Meets the Secretary of the Interior’s Professional Qualifications Standards for Archaeological and historic work in Iowa.
 - Familiar with guidelines for conducting Archaeological investigations in Iowa.
 - Contact list of three client references.
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