STATEMENT OF WORK

Faunal Analysis of Museum Collection
at
Pu‘uhonua o Honaunau National Historical Park, Honaunau, Hawaii

1.0 BACKGROUND

The National Park Service (NPS) policy (2006) for museum collections is to collect, protect, preserve, provide access to, and use objects, specimens, and archival and manuscript collections in the disciplines of archeology, ethnography, history, biology, geology and paleontology to aid understanding among park visitors, and to advance knowledge in the humanities and sciences. This project will support and better integrate Gateway Community values and needs in park management of and access to these collections. In addition, the project is needed to better understand the scope of the collection and prepare for deaccessioning of redundant, out-of-scope, or objects accessioned in error. Based on previous similar efforts, the project is expected to result in a substantial deaccessioning effort that will reduce storage needs and collection management costs over time.

In 1961, Pu‘uhonua o Honaunau National Historical Park was established “for the benefit and enjoyment of the people.” Park managers subsequently embarked on restoration and planning for the 182-acre park including a visitor center, parking lot, and roads envisioned to provide vehicle access to Ki`ilae Village at the southern end of the park. To prepare for these developments, the Park contracted with Bishop Museum and later employed NPS archeologist Edmund Ladd to conduct additional excavations. Those excavations contributed to what is now the park’s museum collection. A portion of those objects are cataloged as faunal bone; however, many have never been analyzed or specifically identified to the genus and species level.

2.0 SCOPE

The contractor shall provide all labor, equipment and travel to identify 5,000 bone objects (primary requirement) to the lowest taxonomic classification possible using visual methods, to identify the bone type, to examine the objects for secondary uses and cultural modifications in order to characterize their function, to weigh the objects by type and catalog number, to re-house the identified bone into appropriate park-supplied bags and containers and label the bags and containers, and to enter the data into a park-supplied database/spreadsheet. Certain catalogs/bags contain a large volume of very small, fragmented bone, a large percentage of which is likely to remain unidentifiable by visual means. For these specified catalogs, after the identifiable objects have been sorted and analyzed, the remainder will be bulk cataloged by weight, and for the purpose of object count be calculated at .4 objects for every gram of bulk weight (e.g. 340 grams would equal 136 objects). **For additional details, refer to Attachment 1 which contains cataloging requirements, and Attachment 2 which provides an example of the required database/spreadsheet format.** The contractor shall also produce an end of fieldwork summary report and subsequent final project completion report.

All handling and physical examination of the park collection must take place at the park curation facility in Honaunau, Hawaii and faunal materials will not be taken off site by the contractors. Also note that the park curation facility and adjacent dorm is shared space and exclusive use by the selected vendor cannot be guaranteed.

2.1 Optional Additions

In addition to the primary requirement of 5000 bone objects, this contract includes optional additional bone object identification that may be awarded based on available funds. Additional bone objects as outlined here may be awarded:

Option 1 = 1000 bone objects
Option 2 = 1000 bone objects
Option 3 = 1000 bone objects
Option 4 = 500 bone objects
Option 5 = 500 bone objects

3.0 OBJECTIVES

The faunal analysis is being carried out to provide accurate data for scientific research on this faunal assemblage and to eliminate the possibility that human skeletal remains were misidentified and cataloged as non-human faunal remains during past archeological investigations in the park and the subsequent museum curation processes. Correcting such misidentifications will allow the park to comply with its responsibilities under the Native American Graves Protection and Repatriation Act, provide a more accessible collection for researchers, and allow for the deaccessioning of objects that were accessioned in error.

4.0 TASKS/ DELIVERABLES

The Contractor shall:

1) Conduct identification of 5000 bone objects (primary requirement) to the lowest taxonomic classification possible based on visual means on site at Pu‘uhonua o Honaunau NHP.
2) Rehouse objects by genus/species in NPS-supplied bags/containers and label bags/containers with catalog record numbers.
3) Update existing and input new catalog records in a park-supplied spreadsheet (see Attachment 2).
4) Provide end-of-fieldwork summary reports by Task as outlined below. End of fieldwork reports will provide summary details of the objects analyzed under a particular task. These short reports may be provided in letter format and should include a breakdown of the results of the analysis.

5) Provide a final Project Completion Report. The project completion report will generally describe the results of the analysis, and include all objects analyzed under the contract. The report will be broken down by museum accession number.

5.0 DELIVERY

Task 1- Identify 2,500 bone objects, complete updated catalog records for those objects, and submit End of Fieldwork Completion Letter Report: One (1) electronic copy of the report and catalog spreadsheet shall be submitted to the Contracting Officer, Contracting Officers Representative, and/or designated representative within 14 calendar days of completing the faunal and osteological (if appropriate) analyses.

Task 2- Identify 2,500 bone objects, complete updated catalog records for those objects, and submit End of Fieldwork Completion Letter Report: One (1) electronic copy of the report and catalog spreadsheet shall be submitted to the Contracting Officer, Contracting Officers Representative, and/or designated representative within 14 calendar days of completing the faunal and osteological (if appropriate) analyses.

Task 3- Draft Final Report: One (1) electronic copy of this report and completed draft accession spreadsheets shall be submitted to the Contracting Officer or designated representative by **August 13, 2027**.

Task 4- Final Completion Report: Three (3) bound hard copies of this report shall be submitted to the Contracting Officer or designated representative by **September 24, 2027**. One (1) electronic copy of this report and completed accession database shall also be submitted along with the hard copies to the Contracting Officer or designated representative.

Task 5- Original Materials: All original materials generated by this project shall be submitted to the Contracting Officer or designated representative within 30 calendar days after closeout.

5.1 Optional Additions

If additional bone objects are added to this contract as described in Section 2.1, each added option would become an invoiceable task, and the task delivery and payment schedule would be adjusted accordingly.

5.2 Payment Schedule

Task 1 (40% of contract)
Identify 2,500 bone objects, complete updated catalog records, and submit End of Fieldwork Completion Letter Report as described in Section 5.0. Upon acceptance of the summary report an invoice may be submitted to the Contracting Officer for payment of 40% of the contract.

Task 2 (40% of contract)
Identify 2,500 bone objects, complete updated catalog records, and submit End of Fieldwork Completion Letter Report as described in Section 5.0. Upon acceptance of the summary report an invoice may be submitted to the Contracting Officer for payment of 40% of the contract.

Task 4 (20% of contract)
Final Report Submission- A final report and final completed database as described in Section 5.0 shall be submitted in both hard copy and digital formats. Upon acceptance of the final report an invoice may be submitted to the Contracting Officer for payment of 20% of the total contract.

6.0 GOVERNMENT-FURNISHED PROPERTY/SERVICE

- Bags and containers for re-housing the analyzed objects
- Labels/markers for bags and containers
- Use of the following comparative skeletal collections while conducting identification analysis: One adult dog skeleton, one adult pig skeleton, one adult sheep skeleton, one adult human skeleton (plastic), one adolescent human skeleton (plastic), one child half skeleton (plastic), one 4-month old baby skeleton (plastic), and one fetal skeleton (plastic).

7.0 SECURITY& ACCESS REQUIREMENTS:

Key/code access to park curatorial facility and workspace will be provided during regular working hours. All contractor employees shall comply with park rules and regulations.

8.0 PLACE OF PERFORMANCE

Pu‘uhonua o Honaunau National Historical Park, County of Hawaii, Hawaii