

Request for Proposals

**COLLABORATIVE GROUND FISH
SCIENTIFIC DATA COLLECTION PROJECT**

ACTUAL ISSUE DATE: *January 21, 2005*

DEADLINE FOR SUBMISSIONS: *February 28, 2005*

PROPOSED SCHEDULE

January 21, 2005 Request for Proposal (RFP) issued and distributed

February 28, 2005 Deadline for submission of proposals
Emailed proposals will be accepted.
Faxed proposals WILL NOT be accepted
One (1) original to:
Pacific States Marine Fisheries Commission
ATTN: DAVE COLPO
205 SW Spokane, Suite 100
Portland, Oregon 97202
Tele: 503-595-3100
Email to: front_office@psmfc.org

March 2, 2005 Proposal Review Committee Meeting

March 4, 2005 Project Finalists Selected

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**Fifteen (15) months/one (1) year
and three (3) months from date of Award**

Project must be completed

**Seventeen (17) months/one (1) year
and five (5) months after date of award**

**Data and written final report
must be received by the
Pacific States Marine Fisheries
Commission**

DESCRIPTION, ELIGIBILITY, SPECIFICATIONS, CRITERIA, and PROCEDURES

DESCRIPTION

Background

In January 2000, the Secretary of Commerce declared that a commercial fishery failure exists in the west coast groundfish fishery due to a fishery resource disaster. Subsequently, Congress appropriated \$5 million to provide disaster relief to the States of California, Oregon and Washington. The State of California's share of the federal funds was \$1.75 million, and the State appropriated \$583,000 in state matching funds. During the past three years the funds have been used for the following activities:

- stipends for job retraining
- financial assistance to meet fishery observer program safety requirements
- collaborative data collection
- program development and implementation

The stipends for job retraining project resulted in fewer participants than anticipated and some federal monies remain from the other state sponsored projects. The State of California has received a grant extension from the National Marine Fisheries Service in order to fully utilize the remaining Groundfish Disaster Response federal funding. There are not state matching funds available for the extension timeframe.

This request addresses the collaborative data collection activity. Approximately \$400,000 is available to fund collaborative data collection projects, which will involve the fishing industry in the collection of data that will improve groundfish management and provide direct financial benefits to the industry. The fishing industry includes the commercial passenger fishing vessel (CPFV) industry.

The California Department of Fish and Game (DFG) has contracted with the Pacific States Marine Fisheries Commission (PSMFC) to conduct this activity. PSMFC is soliciting proposals for collaborative groundfish data collection projects from interested parties. A review committee will review project proposals and make recommendations for project design and funding to DFG. DFG will approve individual scientific data collection plans and authorize projects to be funded. Any individuals or entities that are members of the review committee and who also submit proposals or who may directly benefit from a proposal must recuse themselves from the review process.

ELIGIBILITY

The purpose of this proposal is to assist the fishing industry monetarily in the collection of needed West Coast groundfish data, therefore:

1. This RFP is not open to federal agencies or their federal employees.
2. This RFP is open to state agencies and their state employees, but not California Department of Fish and Game (DFG) employees.
3. Vessels and/or individuals involved in the groundfish fishery prior to 2000 are eligible.
4. There must be significant participation by the affected groundfish industry. (Each proposal must show the percentage of funds allocated to industry partners.)
5. There must be at least 25% non-federal or in-kind matching funds identified and included in any submitted proposal.

SPECIFICATIONS

Examples of Projects – High Priority Areas for Research

The following is a summary of areas of particular concern for groundfish research funding:

- Research related to by-catch reduction.
- Technical innovations to improve surveys of groundfish species.
- Research related to increasing life-history information for overfished rockfish species.
- Improved recreational data collection methods.
- Improved use of fishing vessels as research platforms.
- Research is not limited to these areas of particular concern, however, short term-high return projects are encouraged.

At-Sea Observers

Contractor may propose or be required to carry one or more observers as part of its data collection project. PSMFC anticipates that it will provide observers to the data collection projects through its subcontractor. Proposers are encouraged to identify anticipated observer requirements in their proposals including the estimated number of days-at-sea, scheduling requirements, and any other relevant information that will help PSMFC to meet requests for observers. These amounts need to be included in your budget.

Insurance Coverage

In the event that PSMFC provides an observer to the Contractor for the purposes of this agreement, Contractor shall ensure that the vessel owner agrees to notify owner's insurance provider that owner's vessel will be carrying an observer. PSMFC, through its observer company, will provide insurance for its observer, however, this coverage is only for claims brought by the observer against its employer. This coverage is not intended to include claims or actions brought by the observer against the vessel owner. This section is not intended to indemnify or hold owner harmless for claims or actions brought by the observer against the owner.

Reports

Contractor(s) will be required to submit quarterly progress reports upon commencement of their agreement with PSMFC, and to submit a final project report to PSMFC within sixty (60) working days of completion of their research project or August 31, 2005 whichever is earlier. PSMFC along with the California Department of Fish and Game will specify and agree upon the required format and contents of both the quarterly progress report(s) and the final project report(s) prior to commencement of the agreement.

Contractual Requirements

If your proposal is selected, a contract will be signed between you and PSMFC. This contract contains a number of federal requirements related to contracting. These contract requirements can be reviewed at our website, <http://www.psmfc.org/rfp/> or you can call and we will send you a copy of these requirements.

PROPOSAL EVALUATION CRITERIA

In order for the proposal to be considered there must be significant participation by the fishing industry. (Industry participation must be identified as part of the proposal.) In addition, there must be identified and included at least 25% non-federal or in-kind matching funds for the proposal.

The following criteria and evaluation weightings will be used for evaluating both solicited and unsolicited proposals:

- (a) Scientific Merit (10 percent): Intrinsic scientific value of the proposed work and the likelihood that it will lead to fundamental advancements, new discoveries or will have substantial impact on progress in that field;
- (b) Research Performance Competence (20 percent): The capability of the investigator and collaborators to complete the proposed work as evidenced by past research accomplishments, previous cooperative work, timely communication, and the sharing of findings, data, and other research products;
- (c) Relevance (20 percent): Likelihood that the research will make substantial contributions or develop products leading to improved management of coastal resources;
- (d) Technical Approach (20 percent): The proposed work has focused science objectives and a complete and efficient strategy for making measurements and observations in support of the objectives. The approach is sound and logically planned throughout the cycle of the proposed work;
- (e) Level of Industry Participation (20 percent).
- (f) Costs (10 percent): Adequacy of the proposed resources to accomplish the proposed work and the appropriateness of the requested funding with respect to the total available funds.

PROPOSAL SELECTION PROCEDURES

All procedures will be evaluated and scored individually in accordance with the assigned weights of the above evaluation criteria a Department of Fish and Game coordinated review panel. Both Federal and non-Federal experts in the field may be used in this process.

The preview panel will consider all proposal received by the deadline and rate them according to the following:

Excellent (1),
Very Good (2),
Fair (3),
Poor (4).

The PSMFC will neither vote nor score proposals as part of the independent review panel nor participate in discussions of the merits of the proposal. Those proposals receiving an average panel score of "Fair" or "Poor" will not be given further consideration, and proposers will be notified of non-selection.

For the proposals rated by the panel as either "Excellent" and "Very Good" the Department of Fish and Game will:

- (a) select the proposals to be recommended for funding, and;
- (b) determine the amount of funds available for each proposal subject to the availability of federal and non-federal or in-kind matching funds.

Investigators may be asked to modify objectives, work plans or budgets, and provide supplemental information required by the agency prior to the award.

NOTE:

Faxed proposals will **NOT** be accepted
ALL proposals must be submitted in paper media or by email by
5:00 p.m. February 28, 2005
to:
Dave Colpo
Pacific States Marine Fisheries Commission
205 SE Spokane, Suite 100
Portland, Oregon 97202

in the prescribed format with a summary sheet containing the following information:

**COLLABORATIVE GROUND FISH SCIENTIFIC
DATA COLLECTION PROJECTS**

SUMMARY INFORMATION

Name of Solicitation

Project Title/Project Sponsor

Type of Contractor: (e.g. state agency, nonprofit organization, private enterprise)

Contact Persons

Address

Telephone/Fax Number

E-mail Address

Funding Request

Objective

Work Schedule

Area

Type of Fishery

PROJECT PROPOSAL FORMAT

TITLE

OBJECTIVE

Describe the objective(s) or hypothesis of the proposed data collection project.

DESCRIPTION OF PROJECT

Describe in detail the scientific methods and materials to be used and the expected results. Provide sufficient detail so that proposal evaluators can assess the adequacy of experimental design, data analysis, project oversight and reporting.

SCHEDULE

Describe target completion dates for major tasks and the final product. Projects may not extend beyond **June 30, 2006**.

NEED FOR THE INFORMATION

Explain why the data need to be collected and how groundfish management may be improved by this effort.

DIRECT FINANCIAL BENEFITS TO THE INDUSTRY

Explain the extent of collaboration with the groundfish industry on this project and how the industry is expected to benefit financially from this project. Examples of direct financial assistance include employing fishermen to collect data, chartering commercial or CPFV vessels to collect data, and providing access to healthy stocks.

NON-FEDERAL FUNDING AS MATCH

Identify and explain how you intend to provide the required 25% minimum non-Federal or in-kind match for the project.

QUALIFICATIONS OF PROJECT PERSONNEL

Summarize the relevant experience of the scientific personnel. Provide project references on all similar contracts performed in the last two years.

BUDGET

(Use format below)\

	Amount Requested
Personnel Costs:	
Salaries (rate "x" time unit for each person)	
Benefits	
TOTAL Personnel Costs	
Operating Expenses	
(Specify by line item, such as: Supplies, Printing, Communications, Insurance, Travel, etc.) (Purchase of equipment not authorized.)	
TOTAL Operating Expenses	
SUBTOTAL	
Administrative Overhead	
TOTAL ESTIMATED BUDGET	
• Percent Cost Share	

