

Northwest and California Limited Entry Cost/Earnings Study Q&A

1. What is the nature of study?

The purpose of this work is to conduct a voluntary collection of cost and earnings information from Limited Entry vessel owners and operators in California, Oregon and Washington. See section 2.1 Scope of Work for more information.

2. What is the sample size?

See Appendix A in the RFP for a count of owners by city.

3. What are the quota (age, gender) requirements?

There are no quota (age, gender) requirements. The requirements for inclusion in this survey are the ownership and/or lease of a West Coast Trawl or Line gear Federal Limited Entry Permit. The exclusion is the Oregon Trawl Limited Entry Permit operators who are currently being surveyed.

4. What are the markets (cities)?

See Appendix A in the RFP for a count of owners by city.

5. Will these be off line or on line focus groups or IDI's (In Depth Interviews – one on one with a moderator)?

These will typically be one on one interviews with the vessel owner and interviewer. Other participants could include an accountant, bookkeeper or other professional.

6. Will you provide lists of potential respondents from your membership base etc. that we would use to handle recruit?

Contact information from the Limited Entry permit files and state and Federal vessel registration files will be provided to the firm selected.

7. What are the specific criteria for the potential respondents?

The requirements for inclusion in this survey are the ownership and/or lease of a West Coast Trawl or fixed gear Federal Limited Entry Permit. The exclusion is the Oregon Trawl Limited Entry Permit operators who are currently being surveyed.

8. Will we handle cash incentive?

There will be no cash incentive.

9. Will it be recruitment only or full service job (i.e., development of screener, booking facility, moderator, recruit etc.)?

This is not a recruitment only job. PSMFC and NMFS will be providing assistance as needed throughout the process. In addition PSMFC will provide an interviewer manual and assist with training of field staff.

10. With respect to facilities, to date we have not used a specific facility for interviews but allowed the interviewee and field staff to select appropriate locations. The contractor is expected to provide supervision of field staff and handle the logistics of contacting and soliciting voluntary assistance of the respondents.

Potential bidders should review the Section 3.1 Basis of contract award and Section 3.2 Information requested from Contract bidders to help guide proposal development.

11. Who was the contractor for the Oregon Limited Entry survey? Is this contractor eligible to bid on the other 2 surveys? Does PSMFC have any evaluation of this contractor's performance on the Oregon Limited entry survey?

The contractor for the Oregon Limited Entry survey is ORC Macro, Burlington, Vermont. This contractor is eligible to bid on the other surveys. The Oregon survey work is ongoing and as such no written evaluation of the contractor's performance is available. Work to date by ORC Macro has been done well.

12. The Cover Sheet gives July 14 as the submission deadline, but the Proposed Schedule states July 19. What is the correct submission deadline?

The correct schedule is shown on Section 1: Proposed Schedule". The date on the cover sheet is an error carried over from a schedule adjustment.

13. Section 3.3e, Budget Template, states that contractors should budget two completed surveys per day per in-field interviewer, for a total of 15.5 days. Please confirm that contractors should be using 8 hour days.

For the purposes of this RFP please use 8 hour days for your estimates.

14. The CA survey involves a pretest of 19 respondents, the Northwest survey a pretest of 28 (Task 4). However, Protocol II. Conducting Pretest Interviews refers to a pretest of 9 participants. Which is correct?

Similar to the date change on the cover page, this is a remnant from the Oregon LE trawl document. The pretest numbers are 19 and 28 for CA and OR/WA respectively. The pretest group for each survey was selected to fully cover a chosen geographic area, so that interviewers would not need to travel to the same area during both the pretest and the main portion of the survey. As a result, the pretest populations differ somewhat in the two surveys.

15. Section 3.3e, Budget Template, states that contractors should budget two completed surveys per day per in-field interviewer, for a total of 15.5 days. However, the total number of vessels for the California RFP is 121, and for the Northwest is 98. Please confirm that bidders should assume 60% response rate and two completes per day per interviewer for each bid, resulting in 36.5 interviewer days for CA (121 owners x 60% = 73 expected interviews; 73/2 interviews per day = 36.5 interviewer days) and 29.5 interviewer days for the Northwest (98 owners x 60% = 59 expected interviews; 59/2 interviews per day = 29.5 interviewer days).

The 15.5 day estimates are vestiges of an earlier RFP for Oregon only and should be ignored. The most detailed budget information (on the table on page 13, Appendix B, Part 2) and is broken out by hours per person. Using the hourly rate per person reviewers can compare cost estimates of each proposal based on the same budget assumptions. The assumption of 36.5 interviewer days for the California survey and 29.5 interviewer days for the Northwest survey is correct given the provided assumptions.

16. Does PSMFC have any expectations/guidance regarding the length of the fielding period for the surveys or an expected end date?

In a typical case and depending on the number of changes and/or complexity of the proposal a final contract is in place within two weeks of the selection of the winning proposal. PSMFC currently has the necessary funds so there will be no delay in arranging funding.

17. The date at which survey fielding begins after the final contract is in place will be determined through negotiations between PSMFC and the selected contractor. All work covered by the twelve tasks in the RFP must be completed by December 31, 2006.

18. Does PSMFC have a proposed total budget for each of the surveys?

We are in the process of finalizing this number at this time.

19. Is OMB Clearance required for these surveys? If so, has it already been obtained or will the OMB package be submitted after the pretest? If the latter, will the contractor be required to provide input to the OMB package?

The OMB clearance required for this survey has already been obtained. As a result, the contractor will not be required to provide input to the OMB package.

20. Will PSMFC provide a standard number of round trip miles that bidders should assume per interview?

No. PSMFC has provided our best estimates for the locations of vessel owners. PSMFC does not know the home location of interviewers, and hence can not provide an estimate of average round trip miles per interview. The information on vessel owner location should be used by the proposer to estimate the mileage.

21. Will interviewers be allowed miscellaneous expenses, such as buying the respondent a cup of coffee? If so, how should bidders account for this in the budget?

Yes, interviewers will be allowed miscellaneous expenses within reasonable limits. Please use the "Other Miscellaneous Costs (\$)" cells in the page 13, Appendix B, Part 2 table to record these costs and Part 3 to explain how each cost is estimated.