

**Request for Proposals**  
**CENTRAL CALIFORNIA – Logistics and Support for**  
**Tagging of Rockfish**

**Actual issue date: July 25, 2008**

**Schedule/Instruction/Provisions/Clauses**

**DEADLINE FOR SUBMISSIONS: August 11, 2008**

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## Section 1: PROPOSED SCHEDULE

|                 |   |
|-----------------|---|
| July 25, 2008   | RFP distributed   |
| August 7, 2008  | Deadline for all proposals<br>One (1) original to:<br>Pacific States Marine Fisheries Commission<br>Attn: David Colpo<br>Subject Line for email submissions: "Cen Cal Logistics and Support"<br>Email: <a href="mailto:Dave_Colpo@psmfc.org">Dave_Colpo@psmfc.org</a><br>205 SE Spokane St. Suite 100<br>Portland, OR 97202<br>Phone: (503) 595-3100<br>Fax: (503) 595-3232 |
| August 11, 2008 | Select Contractors  |

## **Section 2: STATEMENT OF WORK**

### **DESCRIPTION/SPECIFICATIONS/WORK STATEMENT**

The Contractors shall furnish the necessary vessels, crew, material, equipment, services and facilities to perform the following Statement of Work/Specifications.

#### **2.1. GENERAL**

Pacific States Marine Fisheries Commission (PSMFC) intends to support tagging of rockfish in Central California and is seeking logistic support including charter of commercial and sport fishing vessels to support this tagging.

The timeline for the project will be approximately August 8 through October 15 and will require the use of several vessels. These dates are subject to change based upon weather, logistical, or other contingencies. Mobilization and demobilization for tagging projects will be conducted from Half Moon Bay, Moss Landing, Morro Bay and Port San Luis Obispo. During mobilization the following tasks will be completed: (1) loading gear, (2) planning use of deck space, (3) setting up electronics, and (4) orientating the scientific crew with the vessel. The demobilization will include cleaning, unloading, packing and return of any scientific gear brought aboard the vessel for the project.

The Contractor agrees to furnish logistics support for mobilization and demobilization as well as vessels, crew, fuel, and bait necessary for tagging rockfish in the Central California coast. Tagging will occur from vessels equipped to collect fish with hook and line gear and/or trap gear.

#### **2.2. GOALS AND OBJECTIVES OF THE PROJECT**

The rationale for this project is to supplement existing information for groundfish within Central California. This project will help provide information about Central California Rockfish in nearshore areas.

The goals of the project include, but are not limited to:

- utilize the expertise of both scientists and fishermen to collect more information on nearshore groundfish assemblages
- utilize the extensive expertise of fishermen to execute scientific research on groundfish
- collect data that can be utilized in stock assessments of nearshore species and to assess the effectiveness of current management measures

#### **2.3. PROJECT DESCRIPTION**

- 2.3.1. Precise sampling dates will be somewhat flexible given sampling, weather, logistical, and personnel constraints. The number of sampling days will depend on the final

costs associated for vessels. However, the project is planned to consist of approximately 60 sampling days and additional time for mobilization, demobilization and/or weather.

- 2.3.2. Contractor will provide the services of two vessel types:
  - a) Commercial Passenger Fishing Vessels: each vessel must be able to carry 12 anglers, 5 scientists, 2 crew. Each vessel will have hook and line rigging for 24 anglers.
  - b) Commercial Trap Fishing Vessels: Each vessel must be able to carry 2 -3 scientists and 2 crew. Each vessel will have 30 traps available for use from vessel.
  
- 2.3.3. The ports for mobilization/demobilization shall be:
  - a) Moss Landing
  - b) Half Moon Bay
  - c) Morro Bay
  - d) Port San Luis Obispo
  
- 2.3.4. Approximate Vessel days of sampling from each port:
  - a) Moss Landing - Commercial Passenger Fishing Vessels: 8 days, Commercial Trap Vessel: 8 days
  - b) Half Moon Bay - Commercial Passenger Fishing Vessels: 8 days, Commercial Trap Vessel: 8 days
  - c) Morro Bay - Commercial Passenger Fishing Vessels: 8 days, Commercial Trap Vessel: 16 days
  - d) Port San Luis Obispo - Commercial Passenger Fishing Vessel: 8 days,
  
- 2.3.5. The proposed sampling schedule:  
*August 8, 2008 – October 15, 2008*  
The exact dates and total number of days on which sampling will take place shall be subject to joint determination by PSMFC, NMFS and the Contractor. The Contractor, will determine the vessel's sampling schedule in consultation with PSMFC and NMFS and the length and timing of research cruises will be determined by (1) completion the scientific objectives of the cruise 2) the limitation on compensable sampling days.

## **2.4. VESSEL REQUIREMENTS**

- 2.4.1. Commercial Passenger Fishing Vessels: each vessel will be able to carry 12 anglers, 5 scientists, 2 crew. Commercial Trap Fishing Vessels: Each vessel will be able to carry 2 -3 scientists and 2 crew.
  
- 2.4.2. Fishing Gear: Commercial Passenger Fishing Vessels. Each vessel will have hook and line rigging for 24 anglers: Commercial Trap Fishing Vessels: Each vessel will have 30 traps in good condition available for use.

- 2.4.3. The vessels must have clean and sanitary living conditions and adequate space for crew, scientists and anglers as specified above.
- 2.4.4. Vessels must be seaworthy and suitable for sampling in the areas mentioned above during the seasons indicated.
- 2.4.5. The Contractor or its subcontractors hereby assume full responsibility for the operation, repair, and maintenance of the boats and other equipment furnished by him/her. Contractor or its subcontractors agree to provide labor to repair the vessel as needed. Contractor shall provide fuel and bait.
- 2.4.6. The vessels must have been actively used for commercial or sport fishing in the Central California in the past six months, or used for research on groundfish.
- 2.4.7. All vessels shall have \$1,000,000 of general liability insurance and be able to provide documentation of such.
- 2.4.8. Vessels must have a valid USCG Safety Decal. The decal must remain valid during the entire contract period and all requirements of the decal must remain valid for the entire contract period. This includes EPIRB batteries and life raft repacking.

## **2.5. CREW REQUIREMENTS**

- 2.5.1. The Captain of each CPFV vessels used shall have a minimum of three (3) years of rod and reel fishing experience as master of a comparable-sized vessel in Pacific coastal waters. The Captain of each commercial trap vessel used shall have a minimum of three (3) years trap fishing experience as master of a comparable-sized vessel in Pacific coastal waters.
- 2.5.2. The Captain shall be competent in the use of modern navigational and fish-detecting equipment.
- 2.5.3. Captains and deckhands with previous research experience are highly desirable.

## **2.6. OPERATING PROCEDURES**

- 2.6.1 It is the intention of the project to capture and release fish alive. Operating procedures and methods should be implemented and described that maximize the probability of live release and subsequent survival of tagged fish.
- 2.6.2 The Captain of vessels may be asked to keep navigational, operational, and/or biological records.

## **2.7. CONTRACTOR'S RESPONSIBILITIES**

- 2.7.1 The Contractor or its subcontractors will supply all fuel, lubricants, filters, or other engine room supplies.
- 2.7.2 The Contractor or its subcontractors will be responsible for all vessel-related gear needs, including supplies normally needed for routine maintenance, and for any vessel-related gear lost during the course of the charter.
- 2.7.3 The Contractor will provide Coast Guard-approved safety gear such as personal flotation devices for all members of the crew and scientists required under current USCG safety regulations based on the locations of the research.
- 2.7.4 The Captain and crew shall exercise due caution and follow safety procedures to help prevent damage or loss of scientific gear and equipment.
- 2.7.5 Insurance: all vessels shall have \$1,000,000 of general liability insurance and be able to provide documentation of such.
- 2.7.6 Contractor will obtain and maintain all necessary permits and will furnish all necessary documentation needed to authorize research sampling activities in all concerned State and Federal jurisdictions.

## **2.8. SAFETY**

- 2.8.1 The Captains of vessels will be responsible for all matters relating to the safety of all crew, the vessel, and equipment operation. The Captain will adhere at all times to Navigational Rules and Rules of the Road whether sampling, running, drifting, or at anchor. The Captain shall review safety procedures and equipment with the scientific crew at the beginning of each cruise leg.
- 2.8.2 The Contractor shall provide U.S. Coast Guard-approved personal flotation devices (PFD's) for vessel and scientific crew.
- 2.8.3 A Category EPIRB (Emergency Position Indicating Radio Beacon) must be affixed to the exterior of the vessel in a manner approved by the U.S. Coast Guard.
- 2.8.4 Vessels must have a valid USCG Safety Decal. The decal must remain valid during the entire contract period and all requirements of the decal must remain valid for the entire contract period. This includes EPIRB batteries and life raft repacking. For example, if a vessel has a valid sticker, but the EPIRB battery is expired the vessel will need to have the battery replaced before the project can begin. In such situations the vessel will go off charter and will remain off charter until the problem has been resolved.

## **Section 3: INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS**

### **3.1. DEFINITIONS**

As used in this provision-

- 3.1.1. “Contractor” is defined the entity selected to perform the work described in the Statement of Work.
- 3.1.2. “Captain” is defined as the master or primary vessel operator who will have the final say on all matters on the behalf of the vessel crew
- 3.1.3. “Sampling days” are any day or part thereof when the vessel completes one or more sampling stations.
- 3.1.4. “Mobilization days” are those days immediately preceding scientific operations required for loading or installation of scientific furnished equipment, gear, stores, food supplies, etc.
- 3.1.5. “Demobilization days” are those days immediately succeeding scientific operations required for unloading or removal of scientific furnished equipment, stores, gear, etc.

### **3.2. AMENDMENTS TO SOLICITATIONS**

- 3.2.1 If this solicitation is amended, all terms and conditions that are not amended remain unchanged. Offerors shall acknowledge receipt of any amendment to this solicitation by the date and time specified in the amendment(s).

### **3.3. SUBMISSION, MODIFICATION, REVISION, AND WITHDRAWAL OF PROPOSALS**

- 3.3.1 Deadline for proposals is August 7, 2008
- 3.3.2 Proposals are to be submitted to:  
Pacific States Marine Fisheries Commission  
Attn: David Colpo  
Subject Line for email submissions: Cen Cal Logistics and Support  
Email: Dave\_Colpo@psmfc.org  
205 SE Spokane St. Suite 100  
Portland, OR 97202  
Phone: (503) 595-3100  
Fax: (503) 595-3232



3.3.3 Proposals and modifications to proposals MUST be submitted in paper media, facsimile or via Email.

3.3.4 The proposal must show:

The name of the solicitation;

The name, address, and telephone and facsimile numbers of the offeror (and electronic address if available);

Names, titles, and telephone and facsimile numbers (and electronic addresses if available) of persons authorized to negotiate on the offeror's behalf with the PSMFC in connection with this solicitation;

Name, title, and signature of person authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office;

Provide Information on Costs, Service and Supplies (Section 4)

Provide Information on INDEMNITY AND INSURANCE (Section 4.1.1)

Any such information as Offeror deems appropriate to evaluate experience and technical qualifications included information as outlined in Sections 4.2 and 4.3 and 4.4.

3.3.5 The PSMFC reserves the right to consult with and to consider information from its own sources, including information from state and federal agencies regarding the offeror's prior performance or the status of outstanding investigations or warrants involving the offeror.

3.3.6 Offerors are responsible for submitting proposals, and any modifications or revisions, so as to reach PSMFC by 3:00 p.m., local time, on August 11, 2008

3.3.7 Late proposals:

3.3.7.1 Any proposal, modification, or revision received at the PSMFC office designated in the solicitation after the exact time specified for receipt of offers is "late" and will not be considered unless:

3.3.7.1.1 There is acceptable evidence to establish that it was received at the PSMFC installation designated for receipt of offers and was under the PSMFC's control prior to the time set for receipt of offers; or

3.3.7.1.2 It is the only proposal received.

3.3.7.2 A late modification of an otherwise successful proposal that makes its terms more favorable to the PSMFC, will be considered at any time it is received.

3.3.7.3 Acceptable evidence to establish the time of receipt at the PSMFC

installation includes the time/date stamp of that installation on the proposal wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of PSMFC personnel.

- 3.3.7.4 If an emergency or unanticipated event interrupts normal PSMFC processes so that proposals cannot be received at the office designated for receipt of proposals by the exact time specified in the solicitation, and urgent PSMFC requirements preclude amendment of the solicitation, the time specified for receipt of proposals will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal PSMFC processes resume.
- 3.3.7.5 Proposals may be withdrawn by written notice received at any time before award. Proposals may be withdrawn via facsimile received at any time before award. Proposals may be withdrawn in person by an offeror or an authorized representative, if the identity of the person requesting withdrawal is established and the person signs a receipt for the proposal before award.
- 3.3.8 Offerors shall submit proposals in response to this solicitation in English and in U.S. dollars.
- 3.3.9 Offerors may submit modifications to their proposals at any time before the solicitation closing date and time, and may submit modifications in response to an amendment, or to correct a mistake at any time before award.
- 3.3.10 Offerors may submit revised proposals only if requested or allowed by the Program Manager.
- 3.3.11 Proposals may be withdrawn at any time before award. Withdrawals are effective upon receipt of notice by the Program Manager.

#### **3.4. OFFER EXPIRATION DATE**

- 3.4.1 Proposals in response to this solicitation will be valid for 90 days following the time specified for solicitation of offers (unless a different period is proposed by the offeror).

#### **3.5. RESTRICTION ON DISCLOSURE AND USE OF INFORMATION**

- 3.5.1 Offerors that include in their proposals data that they do not want disclosed to the public for any purpose, or used by the PSMFC except for evaluation purposes, shall:
  - 3.5.1.1 Mark the title page with the following legend:  
“This proposal includes data that shall not be disclosed outside the PSMFC and shall not be duplicated, used, or disclosed--in whole or in part--for any purpose other than to evaluate this proposal. If, however, a contract is

awarded to this offeror as a result of--or in connection with--the submission of this data, the PSMFC shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the PSMFC's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets [insert numbers or other identification of sheets]"; and

- 3.5.1.2 Mark each sheet of data it wishes to restrict with the following legend:  
"Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal."

### **3.6. CONTRACT AWARD**

- 3.6. 1 The PSMFC intends to award a contract or contracts resulting from this solicitation to the responsible offeror(s) whose proposal(s) represents the best value after evaluation in accordance with the factors and subfactors in the solicitation.
- 3.6. 2 The PSMFC may reject any or all proposals if such action is in the PSMFC's interest.
- 3.6. 3 The PSMFC may waive informalities and minor irregularities in proposals received.
- 3.6. 4 The PSMFC intends to evaluate proposals and award a contract without discussions with offerors (except clarifications as described in FAR 15.306(a)). Therefore, the offeror's initial proposal should contain the offeror's best terms from a cost or price and technical standpoint. The PSMFC reserves the right to conduct discussions if the Program Manager later determines them to be necessary. If the Program Manager determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Program Manager may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.
- 3.6. 5 The PSMFC reserves the right to make an award on any item for a quantity less than the quantity offered, at the unit cost or prices offered, unless the offeror specifies otherwise in the proposal.
- 3.6. 6 The PSMFC reserves the right to make multiple awards if, after considering the additional administrative costs, it is in the PSMFC's best interest to do so.
- 3.6. 7 Exchanges with offerors after receipt of a proposal do not constitute a rejection or counteroffer by the PSMFC.
- 3.6. 8 The PSMFC may determine that a proposal is unacceptable if the prices proposed are materially unbalanced between line items or subline items. Unbalanced pricing exists

when, despite an acceptable total evaluated price, the price of one or more contract line items is significantly overstated or understated as indicated by the application of cost or price analysis techniques. A proposal may be rejected if the Program Manager determines that the lack of balance poses an unacceptable risk to the PSMFC.

- 3.6. 9 If a cost realism analysis is performed, cost realism may be considered by the source selection authority in evaluating performance or schedule risk.
- 3.6. 10 A written award or acceptance of proposal mailed or otherwise furnished to the successful offeror within the time specified in the proposal shall result in a binding contract without further action by either party.
- 3.6. 11 The PSMFC may disclose the following information in post award debriefings to other offerors:
  - 3.6. 11.1 The overall evaluated cost or price and technical rating of the successful offeror;
  - 3.6. 11.2 The overall ranking of all offerors, when any ranking was developed by the agency during source selection; and
  - 3.6. 11.3 A summary of the rationale for award.

### **3.7. PROPOSAL EVALUATION CRITERIA**

- 3.7.1 The following criteria and evaluation weightings will be used for evaluating both solicited and unsolicited proposals:
  - Cost and Price (25 points): Section 4.1
  - Knowledge of available and appropriate vessels (25 points): Section 4.2
  - Experience and understanding of methods used to tag rockfish (25 points): Section 4.3
  - Experience conducting cooperative research on fishing vessels (25 points): Section 4.4.1
  - Past performance and experience in chartering vessels for scientific research (25 points): Section 4.4.2

### **3.8. PROPOSAL SELECTION PROCEDURE**

- 3.8.1 All proposals will be evaluated and scored individually in accordance with the above evaluation criteria. Both Federal and non-Federal employees may be used in this process. There will be between two and four reviewers depending on the number of proposals received. Each reviewer will independently score each proposal. Reviewers will meet to score each criterion as a group and make a final decision on which proposals to fund.

**Section 4: ATTACHMENTS**

**4.1 Cost and Price**

**SUPPLIES OR SERVICES AND PRICES/COSTS**

**Overhead Rate (not to exceed 10% of total costs)** \_\_\_\_\_ %

**Commercial Passenger Fishing Vessel**

**AVERAGE COST PER DAY**  
**(including fuel and bait)** \_\_\_\_\_

**TOTAL NUMBER OF SAMPLING DAYS** \_\_\_\_\_

**Commercial Trap Fishing Vessel**

**AVERAGE COST PER DAY**  
**(including fuel and bait)** \_\_\_\_\_

**TOTAL NUMBER OF SAMPLING DAYS** \_\_\_\_\_

**Other Costs (Identify)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TOTAL COSTS** \_\_\_\_\_





## **4.2 Knowledge of available and appropriate vessels**

Please describe your knowledge of available and appropriate vessels (use additional pages as necessary).

## **4.3 Experience and understanding of methods used to tag rockfish**

Please provide information and comments (such as relevant publications, grants, contracts or other experience) that documents your experience and knowledge of methods and procedures for tagging rockfish (use additional pages as necessary).



**4.4 EXPERIENCE**

**4.4.1 Experience conducting cooperative research on fishing vessels**

**PREVIOUS GRANTS AND CONTRACTS:**

List Previous contracts or Grants that have required use of sportfishing or commercial fishing vessels and/or conducting cooperative research with west coast fishing industry. (LIST STARTING WITH MOST RECENT)

Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

\_\_\_\_\_

Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

\_\_\_\_\_

Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

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Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

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Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

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Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

**4.4.2 Experience conducting scientific research on fishing vessels**

**PREVIOUS GRANTS AND CONTRACTS:**

List Previous contracts or Grants that have required use of sportfishing or commercial fishing vessels and/or conducting scientific research with west coast fishing industry. (LIST STARTING WITH MOST RECENT)

Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

\_\_\_\_\_

Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

\_\_\_\_\_

Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

\_\_\_\_\_

Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

\_\_\_\_\_

Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

\_\_\_\_\_

Title: \_\_\_\_\_

Short Description:

Time Period Work Conducted (DD/MM/YYYY to DD/MM/YYYY):

\_\_\_\_\_