

Request for Proposals

Electronic Monitoring Systems for U.S. West Coast and Alaska Fishing Vessels



Actual issue date: July 24, 2014

Deadline for Proposals: August 28, 2014

SECTION 1: REQUEST FOR PROPOSALS (RFP) TIMELINE

Electronic Monitoring Systems for U.S. West Coast and Alaska Fishing Vessels

July 24, 2014	Requests for Proposals (RFP) distributed
August 7, 2014	Deadline to indicate interest
August 14, 2014	Deadline for written questions on RFP <ul style="list-style-type: none">• All questions should be directed to: <u>contracting@psmfc.org</u>
August 21, 2014	Answers to written questions posted on website: <u>http://www.psmfc.org/procurements/blog</u>
August 28, 2014	Deadline for proposals - 4:00 PM PDT <ul style="list-style-type: none">• Only e-mailed proposals will be accepted.• Submit proposals to: <u>contracting@psmfc.org</u>
August 28-Sept 2, 2014	Proposal Review
Sept 2, 2014	Finalists Selected

SECTION 2: STATEMENT OF WORK

This document provides a Request for Proposal (RFP) for electronic monitoring (EM) camera system provider(s) to employ EM among vessels operating off the U.S. West Coast and in Alaskan waters. Although camera systems may be very similar between regions, logistics and application will be different between the two regions and as such, specific details are separated among regions.

U.S. West Coast

Beginning in 2011 the Pacific Fishery Management Council (PFMC), the organization responsible for coordinating management of fisheries off California, Oregon, and Washington, adopted a new management system for the groundfish trawl fishery which will dramatically change state and federal management of West Coast groundfish fisheries and may affect other fisheries that harvest groundfish as bycatch. This program established individual fishing quotas for vessels in the groundfish trawl fishery. One requirement of this program was for 100% human at-sea compliance monitoring of all catch. Given a desire to seek ways to reduce observing costs while still ensuring compliance and delivering necessary data, the National Marine Fisheries Service, West Coast Region, Sustainable Fisheries Division (SFD) would like to implement a working EM program for these fisheries.

The fishery groups to be addressed initially include, but are not limited to, the Pacific whiting shoreside and mothership sectors, non-whiting/groundfish trawl vessels, vessels interested in taking advantage of gear switching provisions under the Individual Fishing Quota (IFQ) Trawl Rationalization program and fixed gear vessels participating in the IFQ fishery. The West Coast implementation plan will likely require a project manager, improved review infrastructure, additional hardware, and logistical funding. PSMFC will assist in the implementation of this plan, with collaboration and assistance from the West Coast Region and NMFS Office of Law Enforcement (OLE). Details of these objectives will be reviewed and revised as the program is implemented.

Alaska

Beginning in 2013, a restructured funding and deployment system for observer coverage in the North Pacific Groundfish and Pacific halibut fisheries extended observer coverage requirements to a wider range of vessels than were included in the North Pacific Groundfish Observer Program. A percentage of vessels included in this extended coverage may be unable to accommodate an observer onboard to meet the observer coverage requirements primarily due to vessel size or space available for observer sampling duties. To address this challenge, a component of the restructured program includes provisions for the National Marine Fisheries Service (NMFS) to develop and incorporate electronic video monitoring as a means of meeting coverage requirements if NMFS determines an observer cannot be accommodated on these vessels. In addition, development of electronic video monitoring for use on larger vessels to supplement observer data collection activities may be required, inclusive of electronic monitoring of trawl and pot vessels.

For the purposes of this RFP, assume that in Alaska, vessels will only mobilize and demobilize in ports Dutch, Kodiak, Homer, Petersburg, and Sitka. This port list may expand over time.

As with the West Coast, this project will likely require a project manager, review infrastructure, additional hardware, and logistical funding. PSMFC will assist in the implementation of this project, with improved collaboration and assistance from the Alaska Region and NMFS Office of Law Enforcement (OLE). Details of these objectives will be reviewed and revised as the program is implemented.

SECTION 3: TASKS

To facilitate the option of providing Electronic Monitoring (EM) on the West Coast and Alaska, PSMFC is soliciting services for installing, maintaining, and removing EM systems as well as providing logistical, programmatic, program design and other support assistance as necessary for these fisheries starting in the summer of 2014.

Field Support and Camera Systems

Install Equipment on Designated Vessels

Separate task orders will be issued for the Contractor to install the equipment for the EM system on designated vessels. Installation shall occur as early as 30 days and as few as 3 days prior to the vessel commencing commercial fishing. The vendor shall ensure that each system is operating meet PSMFC's requirements. This includes a video acquisition system which can be set to trigger video capture during all fishing events plus some additional time post-fishing to allow data capture of fish handling and/or full monitoring of all at-sea activities. The system should be flexible enough to allow for the length of the post-fishing handling time to be set as needed for specific fisheries situations.

Provide Technical Assistance and Support to Designated Vessels

The Contractor shall have trained technicians available within 24 hours of notification by vessels to address technical problems and provide fleet support at ports on the West Coast and in Alaska. Initial technical support contact and resolution may be provided via telephone. Follow-up technical support shall be provided in person if equipment performance issues cannot be resolved within 24 to 48 hours or cell phone service coverage of participating vessels is limited.

Field Services

The Contractor or their designee will be responsible for data collection, delivery, and possible assistance in video analysis. This includes retrieving data from participating vessels on an agreed upon schedule and delivering raw data to PSMFC on the same schedule as data retrieval.

Removal of Electronic Monitoring Equipment

The Contractor shall remove the electronic monitoring equipment from each of the designated vessels once the vessel has completed fishing or after a pre-designated time period. The Contractor shall remove the equipment without damage to the vessel and restore the vessel to its previous condition within two weeks.

Government-Furnished Property, Material, Equipment, or Information

In some instances, to allow for the exploration and development of other technologies, PSMFC may provide equipment for testing purposes on vessels and onshore. In these cases the Contractor may be called on to assist in the design, installation, modification and eventual removal of these items.

Data Based Deliverables/Technical Approach

Provide Digital Video Preview from Electronic Monitoring System

The Contractor shall provide an example of in-season video from a commercial fishing vessel, software to expedite video review and any associated data produced from these vessels using their EM system. PSMFC staff will review the test deliverable to ensure fishing locations can be identified, fishing effort can be quantified, and retained and discarded fish can be accurately identified to the lowest taxonomic level possible, preferably to species. In order to facilitate the sharing of video with PSMFC partners, the video format should be accessible with Windows Media Player without requiring non-standard or third party CODECs. Collected data shall be delivered via a swappable hard drive intended for use in the field. The video should be formatted for “plug and play” on a Windows 7.0 operating system.

Provide Digital Video Recording of Gear Retrieval

The Contractor shall provide a digital recording of the entire gear retrieval and fish handling event from each designated vessel. PSMFC anticipates that vessels will routinely start and stop their engines either in port or while anchored / drifting at night and systems shall be capable of automatic powering up after an engine stop. The system shall have the ability to view the recording in real time onboard the vessel, which will ensure the system view is encapsulating the gear retrieval events and will allow the vessel operator to verify that the EM system is functioning.

For the purposes of this RFP, hard drive space must be sufficient to record a minimum of eight fishing days with the expectation that the Contractor or their designee will recover data at the completion of every other trip throughout the selected fishing period.

Human Review Interface

The Contractor shall provide software to facilitate review and data capture of the raw video data as well as provide software to allow a field review of the video at the time the data is retrieved from the vessel.

Other services

EM Methodology and Operation Framework Design

Depending on the fishery, the Contractor may be tasked with assisting in the design of a monitoring methodology and protocols for each individual fleet. This methodology would include the fishing and catch handling methods, the application of the technology, the expected level of industry cooperation, the monitoring objectives, data quality standards, and key success metrics.

Produce a Final Report and Invoice of all Incurred Costs for the Project

For each task order, the Contractor shall submit a report detailing the activities, and outcomes of the tasks completed. These reports shall be submitted to PSMFC 30 days after completion of each task order.

Security

The Contractor shall be responsible for the security of their equipment, materials, supplies, and deliverables generated by this contract. To ensure the security of confidential data, the deliverables will be encrypted at the point of data collection.

Travel

Travel may be required by the Contractor to install, service, and remove electronic monitoring equipment on the designated vessels, as well as for providing technical assistance to the designated vessels in these ports.

Other Unique Requirements

Due to the sensitivity of the fishing industry, a confidentiality agreement must be signed by the Contractor to ensure complete confidentiality of the project details during the entire period of performance. All outreach and information specific to this project will be approved by PSMFC prior to release by the Contractor. No copies of digital video recordings, sensor information, location data or other confidential data collected during the execution of these tasks will be retained by the Contractor without the written consent of PSMFC. PSMFC will own all of the EM data collected by the Contractor system and will be responsible for interpretation of the raw EM data and reporting.

SECTION 4: PROPOSAL EVALUATION FACTORS AND INSTRUCTIONS

Evaluation Factors

PSMFC reserves the right to make an award without discussions based solely upon initial proposals. Therefore, contractors should ensure that their initial proposal constitutes their best offer in terms of both price and the technical solution being proposed. Award will be made to the contractor that offers the best value to PSMFC.

The criteria stated below will be used in the evaluation of various factors other than price.

The Offerors will be graded on five criteria:

- 1- Experience (25%)
- 2- Past performance (15%)
- 3- Data capture (25%)
- 4- Human review interface software (25%)
- 5- Cost (10%)

Note: PSMFC may contact Offerors for more information if necessary.

1- Experience

Describe involvement in past and current commercial fishery EM programs. Please include names and contact information of key fishery management personnel involved in these projects.

Provide a list of names, resumes, education, background, work experience, expected duties of the proposed key personnel and billing rates for each. Please use the template included as Appendix A below.

Preference will be given to Offerors with experience in fisheries where EM represents an operational component in the management of the fishery.

2- Past performance

PSMFC may use past performance information obtained from any available reliable source. However, the contractor shall provide a list of the contracts or subcontracts completed during the past five years that were the same or similar in nature to the proposed work herein. Contracts listed may include those entered into by the Federal Government, agencies of state and local governments, and commercial customers. Include the following information for each contract and subcontract:

- a. Name of contracting entity
- b. Contract/order number
- c. Contract type
- d. Total contract value
- e. Brief description of work
- f. Contracting officer, telephone and fax number

g. The federal or other program manager, telephone and fax number

- Provide information on problems encountered during each contract performance and describe corrective actions taken to resolve those problems.
- Describe any quality awards or certifications that indicate the Offeror possesses a high quality process for work performed.

The Offeror's past performance on related contracts will be evaluated to determine, as appropriate, successful performance of contract requirements, quality and timeliness of delivery of goods and services, effective management of subcontractors, cost management, level of communication between the contracting parties, proactive management and customer satisfaction. Please include names and contact information of key fishery management personnel responsible for the contract management of these projects.

PSMFC will use its discretion to determine the sources of past performance information used in the evaluation, and the information may be obtained from references provided by the Offeror, the agency's knowledge of contractor performance, other government agencies or commercial entities, or past performance databases.

If an Offeror does not have a history of relevant contract experience, or if past performance information is not available, the Offeror will receive a neutral past performance rating. More relevant and more recent past performance (five (5) years or less) will be evaluated more favorably than less recent or less relevant past performance. Information should be limited to relevant contracts/projects of similar nature, scope, and complexity, as described in the above Statement of Work.

3 and 4- Data capture and Human review interface

PSMFC will evaluate the data review and capture tool that provides video review staff with the ability to review EM data efficiently and capture usable data for further data analysis. Integration of sensor and other data to help expedite more efficient review is important. Flexibility and ease of use of the review tool will be considered. For example, allowing reviewers to accelerate or slow the review speed of all the cameras is preferred. Tools to quickly annotate video for fishing effort activity, e.g. start/stop times, is preferred.

5- Cost

For the purposes of evaluating this RFP, please provide a cost estimate for providing all costs associated with an EM program **for each region** including hardware, software and field services based on the following assumptions:

West Coast

- 24 vessels; 12 in Newport, OR; 12 in Astoria, OR
- 8 vessels operating in the whiting fishery; 8 vessels operating in the non-whiting trawl fishery; 12 vessels fishing with fixed gear
- Fishing activity for 8 months/year/vessel
 - 6 vessels in Astoria and 6 vessels in Newport fish from January through August;

- 6 vessels in Astoria and 6 vessels in Newport fish from April through December;
- Each vessel makes 4 trips/fishing month; each trip lasts 4 days
- Hard drives have to be retrieved and shipped to PSMFC twice/month during active months
- Hard drives are scanned by contractor staff at each retrieval for data quality, missing data, etc.
- Status report provided to vessel operator and PSMFC on issues each time hard drives are retrieved
- Each port has 1 tech support visit/year

Alaska

- 12 vessels; with 3-4 vessels in each port (Dutch, Kodiak, Homer, Petersburg, Sitka)
- All vessels fish with fixed gear
- Fishing activity for 2 months in 2014
 - 2 vessels in Sitka fish from September through October;
 - 2 vessels in Homer fish from September through October;
- Fishing activity for 2-4 months beginning June 2015
 - 10 vessels from January through June (Dutch, Kodiak, Homer, Petersburg, Sitka);
- Each vessel makes 4 trips/fishing month; each trip lasts 4 days
- Hard drives have to be retrieved and shipped to PSMFC twice/month during active months
- Hard drives are scanned by contractor staff at each retrieval for data quality, missing data, etc.
- Status report provided to vessel operator and PSMFC on issues each time hard drives are retrieved
- Each port has 1 tech support visit/year

The price evaluation will determine whether the proposed prices are realistic, complete, and reasonable in relation to the solicitation requirements. Proposed prices must be entirely compatible with the technical proposal.

Prices will be evaluated for all technically qualified Offerors.

General Instructions

Only proposals that address and meet all tasks, requirements and services set forth in this solicitation will be considered acceptable. Non-response of any item will lead to that element receiving 0 of the total percentage points. In addition, the following instructions establish the acceptable minimum requirements for the format and content of proposals.

The proposal must be prepared in two parts: A technical proposal and a price proposal for each region. Each of the parts shall be separate and complete in itself so that evaluation of one may be accomplished independently from evaluation of the other. The technical proposal must not contain reference to price; however, resource information (such as data concerning labor

hours and categories, materials, subcontracts, etc.), must be contained in the technical proposal so that the Offeror's technical approach is sufficiently detailed to provide a clear and concise presentation that addresses all contract requirements and demonstrates a clear understanding of the requirements.

The entire proposal should be typed, double-spaced, with one inch margins, using size 12-font or equivalent, and printed, unreduced in size, on 8-1/2" by 11" paper, not exceeding 36 pages, single sided (18 double sided), exclusive of resumes and related corporate experience. Any pages in excess of 36 pages will be disregarded, and will not be included in the proposal evaluation.

The Offeror shall electronically submit:

- Technical Proposal for both regions combined
- Price Proposal for each region

Each part shall be clearly marked by title.

Vendors shall not merely offer to perform work in accordance with the Statement of Work, but shall outline the actual work proposed as specifically as practical.

The Offerors shall identify and explain any exceptions or deviations taken to any part of the solicitation, or conditional assumptions made, with respect to the technical requirements of the solicitation.

Appendix A. Personnel

Person 1

Name:

Title/Role:

Hourly rate:

Residence (City, State):

Person 2

Name:

Title/Role:

Hourly rate:

Residence (City, State):

Person 3

Name:

Title/Role:

Hourly rate:

Residence (City, State):

Person 4

Name:

Title/Role:

Hourly rate:

Residence (City, State):

Person 5

Name:

Title/Role:

Hourly rate:

Residence (City, State):

Person 6

Name:

Title/Role:

Hourly rate:

Residence (City, State):

Repeat as needed.