

Request For Proposals

Sturgeon Fishing Guide Tagging Program

Actual issue date: 21 March 2024

Schedule/Instruction/Provision/Clauses

DEADLINE FOR PROPOSALS: 10 April

Section 1: Proposed Schedule

Sturgeon fishing charter Captains/Guides needed for participation in a collaborative White Sturgeon tagging program.

21 March 2024	Requests for Proposals (RFP) distributed
31 March 2024	Deadline for written questions on RFP
5 April 2024	PSMFC answers to written questions posted on website: http://www.psmfc.org/procurements/blog
10 April 2024	Deadline for proposals
11 April- 16 April 2024	PSMFC application review period
17 April 2024	Contractor selection notification
18 April- 26 April 2024	In-person training (exact dates TBD)
1 May – 30 June 2024; 1 August-30 Sept. 2024	Contractor data collection period

Section 2: Statement of Work

Pacific States Marine Fisheries Commission (PSMFC) is seeking up to eight (8) participating sturgeon fishing charter Captains/ Guides (also referred to as “Contractor” or “Offeror”) to collect data on and implant Passive Integrated Transponders (PIT) tags into all White Sturgeon caught and released during regularly scheduled charter operations. For a description of the terms used within this Statement of Work, please consult the Definitions (Section 5.1).

2.1 General

2.1.1 The PSMFC intends to contract with up to eight (8) sturgeon fishing charter Captains/ Guides for up to 60 days beginning May 1st and ending June 30, 2024 *or* when funds are exhausted (whichever comes first) to assist in a White Sturgeon mark-recapture study in the San Francisco Estuary (SFE). PSMFC will be responsible for implementing the project and providing all required scientific equipment, including tags, tag implanter, PIT tag scanner, and data collection/recording equipment. Successful Contractors will be required to attend a PSMFC in-person training on tagging and data collection protocols, as well as allow for Scientific staff observations days (see definition for ‘Observation day’ in Section 5.1).

2.2 Project Objective

2.2.1 The intent of this program is to deploy and scan for PIT tags for the purpose of augmenting the number of White Sturgeon tagged and released during the marking phase of fishery-independent setline surveys (occurring May-June, conducted by

PSMFC), as well as record data on sturgeon catch by Commercial Passenger Fishing Vessels (CPFVs) beyond what is collected as part of guide logs and Sturgeon Report Cards. The goal is to recapture tagged White Sturgeon in setline surveys occurring August-September of the current year. These data will be used to investigate the age structure of the population, associations between catch and location or conditions, and, importantly, to generate abundance estimates from the marking and recapture of marked White Sturgeon. The terms of this contract are anticipated to start on the date of the last signature and run through June 30, 2024.

2.3 Project Description

- 2.3.1** The PSMFC intends to contract with up to eight (8) sturgeon fishing charter Captains/ Guides for up to 60 days beginning May 1st and ending June 30, 2024 *or* when funds are exhausted (whichever comes first) to assist in a White Sturgeon mark-recapture study in the San Francisco Estuary (SFE). The Contractor is required to collect data within the Survey123 application on either a personal cell phone or a PSMFC-provided tablet (preferred). The Contractor will be compensated for all tagged and released White Sturgeon that are recorded within the Survey123 app. Incomplete, missing, or suspected fabricated data may disqualify compensation.
- 2.3.2** Compensable data, as defined in Section 2.5, includes data on any White Sturgeon that is tagged (or scanned if a PIT tag already exists) and **released**, with all associated data for that fish recorded completely (i.e., no required data fields missing) within the Survey123 application. While only data on released White Sturgeon is considered compensable at the rate specified in Section 2.5, Contractors may also be compensated for data on harvested White Sturgeon possessing a PIT tag. Contractors are encouraged to record data on untagged White Sturgeon that are kept (or harvested), though these data are not considered compensable. Data collection shall only occur with a valid SCP or when a PSMFC/CDFW staff member is on board. Tagging shall only occur by the Contractor listed on the permit. Required data include:
- **Date**
 - **Start time** – Time when the vessel left the dock
 - **Guide Name** – Name of permitted data collector. Co-captain/deckhand name may also be included if named on CDFW permit.
 - **Weather** – Weather conditions experienced during the fishing day.
 - **Number of Rods Fished** – Number of rods set up and baited for sturgeon. Do not include light weight setups or baits not likely to catch sturgeon. The number of rods is limited to two per person inland of Carquinez with possession of a two-

rod stamp, unless otherwise stated in permit OR if PSMFC/CDFW staff are onboard.

- **Coordinates**- Where fish is caught and landed
- **Species** – Green or White Sturgeon
- **Fork length** – The length (in centimeters) of the fish from tip of snout to the fork in tail. When using soft tape measure, measure down scute line on side of fish
- **Disk tag Number** – External disk tag number if present
- **PIT tag number** – The full 13-digit PIT tag code, in bi-hex format, if PIT tag is present OR if newly applied
- **Recapture?** – Yes if PIT tag was already present, No if newly applied
- **Released?** Yes / No
- **Location Code** – According to the Sturgeon Report Card location codes
- **Bait type** – Bait that fish was caught on. Common baits include salmon eggs (roe), lamprey (eel), ghost shrimp, and grass shrimp
- **Depth** – Where sturgeon was caught
- **Picture** – Of the fish prior to release
- **End Time**– Time when returned to the dock

2.3.3 Contractors shall fish according to preference/expertise. Data collection may occur during regularly scheduled charter trips or outside of client-based trips. Unless explicitly requested by PSMFC, guides should fish in a manner that maximizes their chances of contacting White Sturgeon, within reason. When a fish is hooked, care should be taken to minimize fight time to reduce stress. Sturgeon are not to be held in or around the gills or by the tail and time out of the water should be minimized. Sturgeon that show signs of poor condition (fresh injuries, poor respiration (breathing), etc.) should be released as soon as possible without a PIT tag.

2.4 Contractor Requirements

2.4.1 The Contractor must have a minimum of three years of fishing experience in the San Francisco Estuary specifically targeting White Sturgeon. Contractors are required to hold, at minimum, a US Coast Guard OUPV license.

2.4.2 The Contractor must complete the in-person orientation lead by PSMFC, where Contractors will be trained on data collection protocols and receive all data collection equipment.

- 2.4.3** The Contractor must fill out all required data fields; missing data may disqualify the tag or event being considered compensable, as defined in Section 2.5.1. Data must be uploaded within 24 hours of collection to be considered compensable.
- 2.4.4** The Contractor must agree to as many observation days (defined in Section 5.1) as deemed necessary by PSMFC. PSMFC will work with the Contractor to schedule observation days in advance. Scientific staff serving on board during observation days will supply their own life jackets.
- 2.4.5** All data collected by the Contractor must be submitted through the Survey123 application provided by PSMFC. Data can be entered on a PSMFC-provided tablet (preferred) or on the contractor's personal cellphone. Data submitted using paper datasheets will only be considered compensable if Survey123 is inoperable. In the event the Contractor is unable to submit data in the Survey123 app (due to software or tablet/phone issues), the Contractor shall record all data on CDFW-provided paper datasheets. No other data submission format will be considered compensable.
- 2.4.6** PSMFC reserves the right to terminate the contract with any Contractor who, in its sole opinion, violates any Contract requirements, is unsafe, or otherwise displays unsatisfactory conduct. Conduct with scientific staff (on-board, or in communications) shall be professional and respectful. Personal attacks, yelling, threats, or disrespect towards any staff will not be tolerated. The Contractor/crew shall not engage in unlawful discrimination/harassment of any sort, including discrimination against any person on the basis of race, sex (including pregnancy and gender identity), religion, color, national origin, disability, age, marital status, sexual orientation, or veteran status. Violations of conduct outlined in Section 2.4.6 may result in the termination of the contract.
- 2.4.7** In the event that the Contractor performs unsatisfactorily, including insufficient data collection, failure to adhere to data collection procedures, and/or timely submission of data, PSMFC reserves the right to terminate the contract to make sampling resources (i.e., data collection and recording equipment) available to other Contractors.
- 2.4.8** Fabrication/manipulation of data will not be tolerated and will result in the immediate termination of the contract.
- 2.4.9** The Contractor is responsible for maintaining all PSMFC-loaned scientific equipment (PIT tags and implanter, measuring tape/board, data-recording tablet/ipad, PIT tag scanner). It is understood that field equipment will be subject to harsh conditions and may need replacement due to wear and tear or accidental damage in the field. However, any equipment lost or damaged due to negligence may be subject to replacement at the Contractor's expense.

2.5 Compensable Data and Pay Structure

2.5.1 “Compensable data” is defined as data collected by the Contractor that is eligible for reimbursement by PSMFC at the rate specified in Section 2.5.2. Compensable data must satisfy all of the following requirements:

1. All data specified in Section 2.3.2 are recorded with completeness (i.e., no required fields are missing data) within the Survey123 application, properly saved, and uploaded within 24 hours of collection. Data that cannot be accessed by PSMFC will not be compensated.
2. White Sturgeon caught must be scanned by a PIT tag scanner for detection of a PIT tag. If no PIT tag is detected, the fish must be tagged with a PIT tag (if appropriate, see Section 2.3.3 for restrictions). If a PIT tag is detected, this information is recorded as a recapture in the Survey123 form. If a PIT tag is detected and the fish is retained (harvested), this information shall be recorded as ‘Released = No’ in the Survey123 form.
3. The tagged White Sturgeon must be released back into the water (if not retained).

2.5.2 The Contractor will be paid at a rate of \$75 per fish that meet the following criteria:

- 2.5.2 (a)** Data pertains to White Sturgeon released with a newly inserted PIT tag, with all associated required data included in the Survey123 form (see Section 2.3.2).
- 2.5.2 (b)** Data pertains to White Sturgeon released with an existing PIT tag, and that tag ID is recorded as a recapture in the Survey123 form (along with all associated required data included, see Section 2.3.2).
- 2.5.2 (c)** Data pertains to White Sturgeon released without a PIT tag and the reason for missing tag is described in the Survey123 form (along with all associated required data, see Section 2.3.2).

2.5.3 The Contractor will be paid at a rate of \$40 per retained fish that meet the following criteria:

- 2.5.3 (a)** Data pertains to White Sturgeon caught with an existing PIT tag and retained (harvested). This information must be recorded as ‘Released = No’ in the Survey123 form (along with all associated required data, see Section 2.3.2).

2.5.4 The Contractor will be paid by PSMFC monthly based on the data provided to PSMFC. Invoices, based on data submitted by the Contractor in Survey123, will be summarized by PSMFC and sent to contractors for approval. Upon approval, PSMFC will process the invoice as a purchase order (P.O.) and payments to the Contractor will be distributed on

the first Friday of each month (June 7th and July 5th). The contractor is responsible for timely approval of invoices in order to meet the payment schedule.

Section 3: Application and post-award procedures

3.1 Application Procedure

- 3.1.1** Proposals shall be submitted in the form of the application provided in Section 4. Only complete applications will be considered. Submit applications (one per interested party) by 10 April to: PSMFC c/o Michael Arredondo at marredondo@psmfc.org
- 3.1.2** Applicants that pass the initial review will be contacted for a meeting to discuss the application, their qualifications, and expectations of the program. Contractors are not selected at this step. The applicant will be expected to meet via computer or phone over the Teams online meeting platform. Meetings will be scheduled by PSMFC.

3.2 Post-award Procedure

- 3.2.1** Upon award of contract and prior to the start of sampling, a post-award meeting will be held by PSMFC to discuss details relating to the project, expectations, and timeline. In-person training date and location will be established in this meeting (see section 3.2.2).
- 3.2.2** After the post-award meeting and prior to the start of sampling, a mandatory in-person training led by PSMFC will be held to train the Contractor on data collection and tagging protocols. Scientific equipment (including tablet and charger, measuring tape, PIT tags, tag implanters, tag scanner, sturgeon cradle, and back-up paper datasheets) will be provided to the Contractor upon successful completion of training.
- 3.2.3** At the close of sampling (June 30th or after funds are exhausted), a post-contract meeting will be held at an agreed upon location. The purpose of the meeting is to retrieve all PSMFC sampling gear and gain feedback from the Contractor on the program.

Section 4. Application

4.1 Vessel Characteristics

General Vessel Characteristics

Owner Name: _____

Registration No.: _____

Vessel Name: _____

Address: _____

Phone: () _____

Registered Vessel Length (LOA): _____

Appropriate clear working deck area available for tagging is _____ square feet.

Comments: _____

Wheelhouse Electronics, Space, and Layout

Is there an available electrical power supply (110 V.A.C.) available? Yes No

Is there available space within the vessel to store and protect tablets from inclement weather, as well as charge sampling equipment? Yes No

4.2 Short Answer

4.2.1 Sturgeon Fishing/Guide Experience

1. Do you have a current state-issued CPFV license? Yes No

2. What US Coast Guard-issued vessel operator license do you hold?

3. Name of charter business _____

4. On average, how many clients do you serve per year? _____

5. How many species do you fish for? _____

6. How long have you been fishing for White Sturgeon (both personally and professionally) in California? _____

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3. Do you submit vessel log data to the CDFW? Yes No
 - a. If yes, do you submit electronically or through mail? _____
 4. Do you submit your Sturgeon Report Card data annually? Yes No
 - a. If yes, do you submit electronically or through mail? _____
 5. Do you have previous experience submitting information electronically? Yes No
 6. Do you have previous experience using apps on a tablet or smart phone? Yes No

Section 5: Supporting information

5.1. Definitions

- 5.1.1** “Observation Day” is defined as a day where a Scientific staff member (PSMFC or CDFW) serves on board the Contractor’s vessel to observe data collection and fish handling procedures by the Contractor to ensure adherence to all protocols.

5.2 Questions

- 5.2.1** Questions shall be submitted via email no later than 31 March to: Lara Erikson @ lerikson@psmfc.org
- 5.2.2** Answers to written questions will be posted on the PSMFC website (<http://www.psmfc.org/procurements/blog>) no later than 5 April 2024.