

Request for Proposal (RFP)
Salmon Reintroduction Plan
Klamath Tribes Natural Resources Department
RFP # 04-KTNRRS16

Introduction:

The Aquatics Resources Program of the Klamath Tribes' Natural Resources Department is planning the reintroduction of anadromous salmonids into the Upper Klamath Basin. The Upper Klamath salmonid populations were extinguished by the construction of a series of dams on the Klamath River over the past 100 years. The Klamath Tribes have identified suitable habitats for Chinook Salmon spawning and larval rearing in upper basin tributaries, and will start working in the near future with the Oregon Department of Fish and Wildlife to develop a draft Plan for Reintroducing Chinook Salmon into the Upper Klamath Basin. The Klamath Tribes are seeking the services of an expert in salmon reintroduction to assist Tribal staff in developing the Reintroduction Plan.

A. Scope of Work:

Described below are the technical requirements for the material, product, or service to be procured, including the minimum essential characteristics and standards which it must meet to satisfy its' intended use.

In response to this RFP, the party must demonstrate how the requirements in 1-13 below will be accomplished or provided.

1. This RFP is directed at experts in anadromous salmonid ecology and management, please demonstrate your experience.
2. How will you assist the Aquatics Resources Program, on an intermittent basis, with the preparation of a draft Plan for Reintroducing Chinook Salmon into the Upper Klamath Basin, in conjunction with the Oregon Department of Fish and Wildlife?
3. How will you advise and assist the tribal Fisheries Biologist in preparation of the Reintroduction Plan.
4. Explain how you will provide expert assistance in the preparation of a plan outline and narratives around the central concepts of each section.
5. How the you will provide professional opinion(s) and report any recommendation(s) in writing that may be helpful to identify particular strains of Chinook Salmon that would be most suitable for reintroduction given the habitat conditions that prevail, the availability of such strains, and the processes (physical and bureaucratic) for reintroducing such strains.
6. The party will be required to meet with one or more of the following: appropriate staff from the Oregon Department of Fish and Wildlife, US National Oceanic and Atmospheric Administration, and fisheries personnel from Tribes that have experience in salmon reintroduction efforts.
7. Explain and/or demonstrate your knowledge of the life history of salmonids, compatibility of various strains for the habitats available in the Upper Klamath Basin, salmonid disease issues, and handling and release of salmonids.
8. Are you willing to travel periodically to the Klamath Tribes' Research Station in Chiloquin, Oregon?

9. The proposal must show the total cost for labor, travel, supplies, and any other necessary cost to complete the project.
10. The project is to be completed by September 30, 2017.

B. Quality Requirements:

The Klamath Tribes Natural Resources Department will award contracts to responsible prospective contractors who have the ability to perform successfully under the terms and conditions of the proposed contract. In determining the responsibility of a party, the Natural Resources Department will consider such matters as the party's

- Integrity
- Compliance with public policy
- Record of past performance
- Financial and technical resources

Required

1. Must have a Bachelor's Degree in Fisheries Biology or related field, with a minimum of fifteen years work experience in salmonid ecology and management as demonstrated in a resume.
2. Must have a Master's Degree in Fisheries Biology or related field, with a minimum of ten years work experience in salmonid ecology and management, as demonstrated in a resume.
3. Must provide 3 references for the last 2 relevant jobs completed (Name, number and email).
4. Must not be debarred or suspended from doing business with the federal government.

Preferred or If Applicable

1. Provide Federal ID#, Social Security or TIN # and State Registry# or equivalent.
2. Provide certificate of insurance for general liability and automobile insurance. If selected, party will be required to provide information at time of contract signing.
3. Must provide proof to claim Indian preference (if applicable).
4. It is preferable if the party is registered with the System for Award Management (sam.gov).

C. Evaluation Factors and Scoring:

1. **Selection Procedures:**

The Klamath Tribes' Administration utilizes this formal advertising of Request for Proposals to award to the most highly rated proposal subject to negotiation of fair and equitable compensation. All timely responses to this RFP will be considered. Klamath Tribes' Administration reserves the right to reject any and all proposals based on documented reasons including determining any or all proposals to be non-responsive.

2. **Method of Review:**

The Klamath Tribes' Administration and its' authorized representatives will review all proposals received and may contact the party to request further information. The Klamath Tribes' Administration may accept any given RFP as submitted or may negotiate with the party to establish terms most advantageous to the Tribes. The decision of the Klamath Tribes' Administration shall be final and not subject to appeal.

3. **Method of Scoring:**

All proposals received on time will be evaluated and scored as follows:

- a. (55 points) Proposal Preparation and Requirements: The proposal must fully demonstrate satisfaction of required credentials and qualifications and the ability to carry out each requirement listed in the scope of work. Partial points may be awarded for those proposals that do not fully meet the required credentials and qualifications or scope of work standards.
- b. (35 points) Cost: Cost will be determined by formula method.
- c. (10 points) References: A record of integrity, judgment, performance and timeliness in the execution of previous jobs will garner higher points.
- d. Indian preference: At minimum 15% of the evaluation points shall be granted to parties who demonstrate entitlement to Indian Preference, which points shall not be available to non-Indian parties when using Method #3 of the Klamath Tribes Procurement Policy and must follow Section F to claim Indian Preference.
- e. In the case of duplicate proposals the earliest postmarked envelope will be awarded unless otherwise advised in writing by the applicant that the later proposal is the appropriate one to review.

100 TOTAL POINTS POSSIBLE (without Indian Preference)

D. Instructions for Submitting Proposals:

1. Return proposal in an envelope clearly marked according to the instructions below. One original and two (2) copies must be submitted. Alternate proposals will not be accepted.
2. Sealed proposals can be submitted in person, through US Postal Service, or by ground delivery to:

The Klamath Tribes
Administration Office
Attention: Jackie Galbreath, Purchasing Agent
P.O. Box 436
501 S. Chiloquin Blvd.
Chiloquin, OR 97624

3. Do not submit RFP by email or Fax.
4. On outside of sealed envelope write:
"Salmonid Reintroduction Plan RFP # 04-KTNRRS16"

For any questions on the proposal and requirements, please contact Stan Swerdloff, Aquatics Program Supervisor, Department of Natural Resources at (541)783-21499, ext. 22, or email stan.swerdloff@klamathtribes.com.

Closing/Opening Date and Time and Method of Solicitation:

1. Proposals will be accepted at the address above up to **4 p.m. on August 25, 2016**. All timely responses to this RFP will be considered. The Klamath Tribes reserve the right to reject any and all proposals including those proposals received after the closing date and time. If, at the time of the scheduled

closing date, Klamath Tribes Administration is closed due to uncontrolled events or closures, proposals will be accepted until 4:30 p.m. on the next normal business day.

- Proposals will be opened at **1 p.m. on August 30, 2016** at the Klamath Tribal Administration office, 501 S. Chiloquin Blvd., Chiloquin Oregon. If, at the scheduled opening date, Klamath Tribes Administration is closed due to uncontrolled events or closures, proposals will be opened at 2:00 p.m. on the next normal business day.
- This RFP has been published by:

<input checked="" type="checkbox"/>	Klamathtribes.org
<input type="checkbox"/>	Publication in a Newspaper of general circulation
<input checked="" type="checkbox"/>	Direct solicitation of proposals from an adequate number of known sources

F. Indian Preference:

- To the greatest extent feasible, preference and opportunities for training and employment shall be given to Indians, and preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned economic enterprises.
Indian Preference is given to Indian-owned enterprises that provide proof of at least 51 percent ownership of the enterprise submitted on an Indian Enterprise Qualification Statement showing:
 - Ownership, control, and interest.
 - Certification by a Tribe that individual is an enrolled.
 - Evidence of stock ownership, structure, management, control, and financing affecting the Indian character of the enterprise.
 - Evidence that the contractor has the technical, administrative, and financial capability to perform contract work of the size and type involved.
- Preference and opportunities for training and employment in connection with the administration of these activities shall be given to Indian and Alaskan Natives.

G. Provisions:

- If required, all parties must submit with their proposals a statement detailing their employment and training opportunities and their plan for providing preference to Indians. All contractors must observe the Klamath Tribes' Indian preference policy.
- The Klamath Tribes shall conduct all procurement transactions in a manner that provides fair and open competition.
- The Klamath Tribes shall provide fair and equitable treatment for all persons or firms who are in the business of supplying goods and services.
- The Klamath Tribes wish to assure that supplies, services, and construction are procured efficiently, effectively, and at the most favorable prices available.
- The Klamath Tribes shall take reasonable affirmative steps to assure that DBE's, WBE's, and MBE's are used when possible but without infringing on Indian preference where Indian preference is applicable.
- The Klamath Tribes shall not use federal grantor funds to do business with any entity who is disbarred in accordance with the Federal Government Disbarment list.
- Request for Proposals may be terminated by The Klamath Tribes' Administration at any time for any cause.
- Each party submitting a proposal is certifying that he/she has not colluded with any other person, firm, or corporation in regard to securing the services being solicited.

9. No employee, officer, or agent of the Klamath Tribes may solicit or accept gratuities, favors, or anything of monetary value from contractors, potential contractors, or parties to subcontractors.
10. Negotiation: Provisions not addressed by this solicitation will be negotiated with the professional once a selection has been made.
11. Agreement: The selected professional will enter into an enforceable agreement that fully conforms to the contracting provisions pursuant to OMB Circular A-87 and CircularA-133 and funding grant(s). Copies of these requirements are available for review at the grantee's offices.