

Release Date: November 3<sup>rd</sup>, 2010  
**Lake Champlain Basin Program Announcement**

## ***Request for Proposals***

### **Survival and Dispersal of Smallmouth and Largemouth Bass following Catch-and-release Tournament Angling in Lake Champlain**

The Lake Champlain Basin Program (LCBP) is pleased to announce a Request for Proposals (RFP) for a project to assess dispersal and survival of smallmouth and largemouth bass in Lake Champlain following catch-and-release tournament angling. Up to \$67,500 is available for this project, which supports the goal of restoring and maintaining a healthy and diverse community of fish and wildlife for the people of the Lake Champlain Basin, as outlined in the LCBP long-term management plan, *Opportunities for Action: An Evolving Plan for the Future of the Lake Champlain Basin*.

The LCBP seeks proposals for a study to identify survival rates and dispersal of smallmouth and largemouth bass following catch-and-release angling tournaments on Lake Champlain. Proposals should provide a detailed experimental design incorporating standard fish stock assessment techniques. The award recipient will provide a public meeting following approval of their final report to inform public stakeholders of their conclusions from this project. Funding for this RFP is from the Great Lakes Fishery Commission through funds secured by U.S. Senator Patrick Leahy.

This Request for Proposals is available from the Lake Champlain Basin Program website. Look for the link on our homepage at [www.lcbp.org](http://www.lcbp.org). To receive a copy of the RFP via US Postal Service, contact the Lake Champlain Basin Program office at (802)372-3213 or toll free at (800)468-LCBP in New York and Vermont.

To facilitate the review process, applicants must submit proposals in both paper and electronic format. Please see the RFP and the attached proposal format information for complete details.

#### **DEADLINE NOTICE:**

**Hardcopy (10 copies) and electronic versions (no facsimiles) of proposals must be RECEIVED by the Lake Champlain Basin Program office by 4:30pm on:**

**December 15<sup>th</sup>, 2010**

**LATE OR INCOMPLETE PROPOSALS WILL NOT BE CONSIDERED.**

The successful applicant will be notified by early February 2011.

## Lake Champlain Basin Program Announcement

### Request for Proposals

#### *Survival and Dispersal of Smallmouth and Largemouth Bass following Catch-and-release Tournament Angling in Lake Champlain*

##### **I. Background**

Bass dispersal and survival following angling tournaments has been documented throughout many regions of North America, although to a lesser extent in northern lakes. However, given the large size of Lake Champlain and the great distances that fish are transported over short periods of time during angling tournaments, inferences that can be drawn from previous studies conducted in other systems may not be directly applicable to Lake Champlain.

The successful respondent to this RFP will identify and implement methods to document dispersal and survival of smallmouth and largemouth bass in Lake Champlain. Many tournaments are now based in Plattsburgh, New York. Given this information, the successful respondent should target, but not necessarily limit the project to, the Plattsburgh and Cumberland Bay area of Lake Champlain. Respondents to this RFP will produce estimates of bass survival subsequent to these angling tournaments and provide a GIS-based map documenting movement of bass post-tournaments.

The results of the study will provide a better understanding of how large-scale bass tournaments influence fish survival and movement. Additionally, this study will provide recommendations to minimize tournament impacts on the bass fishery that can be implemented by tournament organizers and fishery managers.

##### **II. Desired project tasks and deliverables.**

The Lake Champlain Basin Program (LCBP) is seeking proposals for technical services to perform the following tasks:

1. Design and conduct a study of smallmouth and largemouth bass in Lake Champlain to document survival and dispersal following catch-and-release tournaments during the typical bass tournament season for Lake Champlain.
2. Provide LCBP with recommendations for angling tournament organizers and fisheries managers to minimize impacts of angling tournaments on the Lake Champlain bass fishery.
3. Coordinate and conduct a public meeting following LCBP approval of the final report to inform public stakeholders, tournament organizers, and fisheries managers of the conclusions generated from this project, and provide a summary of this workshop to LCBP.

### III. Summary of Other Requirements for the Selected Proposal

- For the selected proposal, following initial notification of the award, an approved workplan will be required before a grant agreement can be executed and the work begun. This workplan should be submitted to the LCBP for review by **February 22<sup>nd</sup>, 2011**. Information about the LCBP grant process, workplan development guidelines, and reporting requirements can be found on the LCBP website at: [www.lcbp.org/granttool.htm](http://www.lcbp.org/granttool.htm).
- A Quality Assurance Project Plan (QAPP) will be required (after the grant agreement has been executed) for all components of the project that involve collection, generation, compilation, management, analysis, evaluation, and/or use of environmental data. This QAPP must be approved by the LCBP before work described in the QAPP can begin. The QAPP development and approval process can be quite lengthy (up to 90 days), so please allocate an appropriate amount of time for this step in the proposed project budget and timeline. More information about the LCBP QAPP process can be found on the LCBP website, here: [www.lcbp.org/QAPP](http://www.lcbp.org/QAPP).
- The successful applicant will be required to prepare brief quarterly reports documenting progress on each objective and task in the project (see attached Proposal Format Requirements). A final report fully documenting the project's results will be required at project completion, no later than **December 31<sup>st</sup>, 2012**.
- When approved, the final report will be edited for content and style in consultation with the successful applicant and may be published as part of the Lake Champlain Basin Program's Technical Report Series, located here: [http://www.lcbp.org/publication\\_search.aspx](http://www.lcbp.org/publication_search.aspx).
- The consultant will be required to present interim and final project results to the appropriate Lake Champlain Basin Program committees, such as the Technical Advisory Committee and/or the Lake Champlain Steering Committee, for their review, and in a public presentation to be scheduled in cooperation with the LCBP.

### IV. Eligibility

Eligible organizations include colleges, universities, nonprofit organizations, for-profit companies, and government agencies. The selected contractor will be responsible for the completion of all project tasks, though subcontracted work may be permitted by the LCBP Project Officer upon request. Individuals and representatives from organizations that participated in the development or review of this RFP and its contents are ineligible to apply.

### V. Proposal Evaluation and Selection Criteria

Proposals will be judged according to how well they address the following points:

1. Demonstrated familiarity with the Lake Champlain bass fishery and angling tournaments held on Lake Champlain.
2. Strength of experimental design and analytical approach for the proposed study.

3. Experience conducting fish survival and movement studies.
4. Technical merit and applicability of the proposed product toward priority objectives identified within the desired deliverables listed in this RFP.
5. Potential for the project to enhance the technical capabilities within the Lake Champlain Basin. Proprietary products are not acceptable project deliverables.
6. Clarity, conciseness and adherence to the proposal guidelines.
7. Demonstrated ability to create documents and products that are accessible to and can be used by local partners working on fishery issues within the Lake Champlain Basin.

#### **VI. Available Funds and Match Requirements**

A total of \$67,500 is available for this project. Match is not required.

#### **VII. Period of Performance**

Work is to be completed no later than December 31<sup>st</sup>, 2012.

#### **VIII. Schedule and Requirements for Proposal Submission**

- Please follow the format outlined in the attached Technical Proposal Format Requirements.
- Ten (10) paper copies of each proposal must be RECEIVED by the LCBP office by 4:30pm on December 15<sup>th</sup>, 2010. Please submit paper copies bound only with a single staple or binder clip.
- *In addition*, an ELECTRONIC VERSION of the proposal, either on disk or via e-mail must be submitted. Electronic versions must also be RECEIVED by 4:30pm on December 15<sup>th</sup>, 2010.

#### **IX. Contact Information**

Direct all proposals and other inquiries to:

Eric Howe  
Technical Coordinator  
Lake Champlain Basin Program  
54 West Shore Road  
Grand Isle, VT 05458  
(802)372-3213  
[ehowe@lcbp.org](mailto:ehowe@lcbp.org)

## Technical Proposal Format Requirements

Proposals should adhere to the following format and should not exceed a 10 page maximum length (font size 12, minimum 1-inch margins), NOT including budget information, references cited and investigator resumes.

**TITLE:** Concise and descriptive.

**POINT OF CONTACT:** Name, position, organization, address, telephone, fax and email.

**AUTHORIZED REPRESENTATIVE:** Name, position, organization address, telephone, fax and email of the person who is authorized to sign the contract.

**ABSTRACT:** Brief description of proposed work.

**INTRODUCTION:** Overview of what the project is and what it will accomplish in relation to the RFP.

**OBJECTIVES AND TASKS:** List the project's objectives and describe in detail the tasks that will be performed relative to each objective, including methods and approaches.

**DELIVERABLES:** Detailed description of the planned products from each task of the project. Quarterly progress reports and a final report are required deliverables.

**SCHEDULE:** Timeline showing anticipated dates for completion of the major tasks and deliverables. Quarterly progress reports are due on the last day of December, March, June, and September. Work is to be completed within twenty-four (24) months after the execution of a contract or grant.

**DETAILED BUDGET JUSTIFICATION:** Cost breakdown by major budget categories (i.e. personnel, equipment), linking costs to specific tasks/deliverables wherever possible. Breakdown should show costs to be covered by the LCBP award and other sources (if applicable), as well as the any match amounts and totals. (1 page, not included in the 10 page maximum total for the proposal).

**TECHNICAL REFERENCES CITED:** List all references used for the proposal (not included in the 10 page maximum total for the proposal).

**CURRICULUM VITAE/RESUME OF PRINCIPAL INVESTIGATORS:** Include up to 3-5 references for prior work pertinent to the proposed project. Please limit to one page per investigator (not included in the 10 page maximum total for the proposal).