

# **YUROK TRIBE**

## **REQUEST FOR QUALIFICATIONS (RFQ)**

### Adult Chinook Migration Monitoring Using Adaptive Resonance Imaging Sonar (ARIS)

**Bid Release Date:** August 5, 2016  
**Bid Closing Date:** August 15 at noon, 2016

**Bid Contact Person:** Barry McCovey – Fisheries Biologist  
Klamath River Division, Yurok Tribal Fisheries  
Email: [bmccovey@hotmail.com](mailto:bmccovey@hotmail.com)

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### **1.1. Introduction**

The Yurok Tribe is currently accepting proposals for technical support on a study that will use our ARIS underwater sonar camera system to estimate the densities of migrating adult Chinook, steelhead, and/or coho salmon in the lower Klamath River at various locations. This study will also use ARIS technology to estimate residence times of anadromous fish in the lower Klamath River. The ARIS system is a very complex piece of equipment and should only be operated by a consultant with extensive experience with this type of technology. The final terms of the contract will be negotiated with the selected consultant.

### **1.2. Issuing Office**

This RFQ is issued by the Yurok Tribe, which is the sole point of contact for discussion regarding this RFQ. Questions regarding this RFQ should be in email format. Any and all questions pertaining to this RFQ should be directed to:

Barry McCovey, email: [bmccovey@hotmail.com](mailto:bmccovey@hotmail.com) AND  
Diane Bowers, email: [dbowers@yuroktribe.nsn.us](mailto:dbowers@yuroktribe.nsn.us)

Interested parties are asked to email to the above addresses and submit their contact information, including: contact name, e-mail address, and phone number.

### **1.3. Response Deadline**

Submittals will be accepted via mail at:

Yurok Tribe  
190 Klamath Blvd  
PO Box 1027  
Klamath, CA 95525  
C/O Diane Bowers

Or through email at: [bmccovey@hotmail.com](mailto:bmccovey@hotmail.com) AND [dbowers@yuroktribe.nsn.us](mailto:dbowers@yuroktribe.nsn.us)  
No later than: **5pm, August 12, 2016**

## **2. Project Scope of Work**

### **2.1. Project Location**

This project will be conducted at various locations along the lower 20 miles of the Klamath River on the Yurok Indian Reservation

### **2.2. Project Description**

Currently, fisheries managers in the Klamath River lack specific and real-time knowledge of run timing, density and location of anadromous runs of salmon in the lower Klamath River. This study is intended to monitor migrating adult fall Chinook salmon (or other salmonid species) in the Klamath River using a dual frequency identification sonar (ARIS). The ARIS unit will be used in mobile boat mounted surveys to quantify fish holding in large pools and thermal refugia areas in the river. The goals are to: 1) develop a metric for determining whether fish are actively migrating through the lower river, or are being delayed and crowded into areas of the Lower Klamath River (overcrowding is thought to be a key factor in the 2002 die off), and 2) determine whether this tool can be used to develop a metric for densities of adult salmonids in areas of the Lower Klamath. If successful, methods developed in this study could be used in real-time to inform managers of increasing adult disease risk so that appropriate emergency actions could be taken if necessary.

Weekly surveys will be conducted at specific locations on the lower Klamath River near the confluence of Blue Creek. These surveys will involve a boat mounted ARIS making multiple passes through know adult salmonid congregating areas. Images gathered from field surveys will be analyzed by the consultant at a later time to estimate salmonid densities. This project will

occur throughout the course of the fall Chinook run, allowing us to observe how densities change over time and in relation to environmental factors (temperature and discharge). We visualize this project becoming an annual endeavor, giving the YTFFP the ability to make year to year comparisons based on baseline data.

The expected amount of time to complete this project is 15 days and will be delineated as follows: three days of preparation for fieldwork and familiarization with ARIS system setup, six days of field work and six days of data analysis and report writing. Field work will be focused during the latter part of August through the third week of September.

### **2.3. Project Duration**

- August 15, 2016 to October 21, 2016.

## **3. Submittal Requirements**

### **3.1. Minimum requirements**

Submit three (3) sets of:

- Letter of interest
- List of a minimum of three (3) examples of similar work and documentation relevant to the proposed project.
- Schedule of Rates- Provide a schedule of hourly rates for the principal firm and any proposed sub-consultants. The schedule of hourly rates shall consist of a list of project staff that will be assigned to the project and will include their title and hourly billing rates. It shall also indicate: (1) whether support services are billed as direct costs or are included in overhead; and (2) if handling charges or profit are added to other direct costs (e.g. reimbursable, sub-contractor's costs, etc). This is not a fee proposal.
- Key resumes for project staff should be included.

### **3.2. Selection Criteria**

Qualifications will be evaluated using the following process:

Technical Expertise (40%):

- Education of key personnel to be assigned.
- Demonstrated expertise with dual frequency sonar surveys.
- Knowledge of applicable standards, regulations, and technology associated with the services required.

Experience (40%):

- Professional experience of the consultant in performing services of similar nature and scope.

- Prior experience with anadromous fisheries, specifically salmonids.
- Experience working for Native American Tribes.

Responsiveness (20%):

- Ability to have key personnel interact regularly with Yurok staff to complete field work, provide feedback, share information, and brainstorm possible analyses

Native American Firm Preference

- Preference will be given to qualified firms that can substantiate a claim of Native American preference.

Applicants shall respond in writing indicating how they believe their experience fulfills the requirements of these criteria. These factors shall be weighed according to the nature of the proposed project, complexity, and special requirements of the specific services and needs of the Yurok Tribe.

### **3.3. Contract Administrative Process**

Submittals will be evaluated and scored based upon the above selection criteria for those applicants who have complied with the minimum requirements.

Upon review of all the qualifications, the applicants will be rated in order of preference. The Tribe will attempt to negotiate a satisfactory contract and reasonable fee for services. In the event a satisfactory agreement cannot be negotiated with the highest rated applicant, the negotiation shall be terminated and continued with the remaining qualified applicants in order of ranking.

### **3.4. TERO**

The Yurok Tribe has a Tribal Employment Rights Ordinance, according to which any person or firm contracting with the tribe is required to follow the terms and conditions identified by the ordinance, including applicable fees, forms, and hiring practices. The resulting contract from this RFQ will be subject to a 0.5% TERO fee. For your referral, a copy of the ordinance can be found at the following location: <http://www.yuroktribe.org/departments/TERO/>

### **3.5. Indian Preference**

Indian preference in employment means that if a qualified Indian is available, that person will be given preference over a qualified non-Indian in any phase of employment. Indian preference in contract award and equal employment opportunities apply. All firms requesting Indian preference must submit the request along with their bid. The contractor/business certification is provided in attachment one.

# ATTACHMENT NUMBER 1

## Application for Contractor/Business Certification

YUROK TRIBE

**TRIBAL EMPLOYMENT RIGHTS OFFICE**

190 Klamath Blvd., P.O. Box 1027 Klamath, California 95548 (707) 482-1350 ext1388 (707) 482-1377  
Fax



A contractor or business must pre-register with the Yurok Tribe TERO to be placed on a list of bidders certified as Indian preference. A contractor/business certification must be submitted by each contractor or business interested in bidding on a job within the jurisdiction of the Yurok Tribe. If a contractor or business intends to subcontract any portion of the work on which it is bidding, it may only utilize subcontractors that are also registered. Thus, each prospective contractor or business, and all subcontractors it will employ, must complete a separate certification.

This certification is not a public record and is not open to public inspection. All information provided will be kept confidential to the extent permitted by law. The Yurok Tribe reserves the right to reject any and all certification forms and to waive any irregularities in the information contained therein. Each certifying contractor or business shall be required to re-submit a new certification annually, although the Yurok Tribe reserves the right to require a contractor to submit a new certification at any time. An individual who has the legal authority to bind the contractor or subcontractor on whose behalf that person is signing must sign each certification under penalty of perjury. If any information provided by a contractor, business, or subcontractor becomes inaccurate, the party that provided the information must immediately notify the TERO and provide updated accurate information in writing and under penalty of perjury.

**INDIAN PREFERENCE CERTIFICATION**

**This certification is also intended for certification of a majority or wholly-owned Native American business interested in providing their services and/or products via contracting opportunities under the purview of the TERO program as provided for by the Indian Self-Determination and Education Assistance Act, (P.L. 93-638), specifically 7(b), and other applicable federal and tribal laws.**

**Certification of Native American-owned businesses is designed to: 1.) Verify that the applicant is Native American; 2.) That the applicant is majority owner, if not 100% of the business, and; 3.) That the applicant is the primary beneficiary of the business being certified. Documentation and information required is essential to fulfill the criteria. Any deliberate or intentional effort to misrepresent the ownership of the business applying for certification will result in exclusion of contract opportunities by the Yurok Tribe.**

**GENERAL INFORMATION:**

1. **Firm Name and Address:** \_\_\_\_\_

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

Telephone Number(s): \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail or Web Site: \_\_\_\_\_

Contractors/Business License # \_\_\_\_\_

**Please Provide Proof of Licensing:  
California State Licensing Board (CSLB) Include all licenses  
E.g. Electrical, Plumbing, Roofing, etc.**

Has License been revoked at any time in the last five years? Yes  No   
If yes, please use a separate sheet to explain.

Has Contractor filed bankruptcy within the last 10 years? Yes  No

**Federal Identification No:** \_\_\_\_\_

**Please Provide Proof of Certification:  
From any state Minority Business Enterprise (MBE), Women Business Enterprises (WBE),  
Disadvantaged Business Enterprises (DVBE), or Emerging Small Business (ESB) program.**

**State(s) Certified:** \_\_\_\_\_

Small Business Administration 8(a) Certification No.: \_\_\_\_\_ Expires: \_\_\_\_\_

**Yurok Tribe Incorporation I.D. No.:** \_\_\_\_\_

2. **Type of Business:** \_\_\_\_\_

3. **Organizational Structure:**

- \_\_\_\_\_ SOLE PROPRIETOR
- \_\_\_\_\_ PARTNERSHIP
- \_\_\_\_\_ CORPORATION
- \_\_\_\_\_ JOINT VENTURE
- \_\_\_\_\_ OTHER

4. **Name of Owner/Owners:** \_\_\_\_\_

\_\_\_\_\_

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5. **Tribal Affiliation of Owner Claiming Indian Preference:** \_\_\_\_\_

Please Provide Proof of Tribal Enrollment

(Must be supported by documentation from the Bureau of Indian Affairs and/or Tribal Chief or Chairman). Please attach a copy of Indian Preference Verification for each officer, partner, or individual designated as an Indian if filing as a Partnership or Corporation.

If your company is either a Partnership or Corporation, explain in narrative form, the stock ownership, structure, management, control, financing, and salary or profit sharing arrangements of the enterprise. Attach copies of all shareholder agreements, including voting trust, employment contracts, agreements between owners and enterprise. Include information on salaries, fees, profit sharing, material purchases, and equipment lease or purchase agreements. Evidence relating to structure, management, control, and financing should be specifically included. Also, list the specific management responsibilities of each principal, sole proprietor, partner, or party to a joint venture.

6. Ownership Interest: \_\_\_\_\_ PARTIAL (List percentages of Ownership)  
\_\_\_\_\_ 100% OWNERSHIP

7. Provide a listing of individuals and organizational structure of your firm's management staff. Also, provide resumes for Key Personnel. Indicate the core crew employees in your work force, their job titles, and whether they are Indian or Non-Indian. Core crew is defined as an individual who is either a current bonafide employee or who is not a current employee but who is regularly employed in a supervisory or other key skilled position when work is available. \*\*\*Attach a separate list to this questionnaire.

8. Specify, what type of construction/contracting your firm engages in:

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9. Geographical Area of Interest: \_\_\_\_\_

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10. Magnitude of Project on which you desire to bid (If Applicable):

Under \$25,000 \_\_\_\_\_

Up to \$200,000 \_\_\_\_\_

Up to \$500,000 \_\_\_\_\_



Up to \$1,000,000 \_\_\_\_\_  
Over \$1,000,000 \_\_\_\_\_

11. Experience:

Please list at least five (5) of your most recent projects. Give name of an Individual for your Reference:

PROJECT	AMOUNT	REFERENCE	PRIME/SUB
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

12. SUBCONTRACTORS:

List six subcontractors with whom your company currently does the most business.

COMPANY	CONTACT PERSON	PHONE #
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

13. SUPPLIERS:

List four or more major suppliers from whom you purchase construction materials. Include names and phone numbers.

SUPPLIER NAME	PHONE NUMBER
_____	_____
_____	_____
_____	_____
_____	_____

**CERTIFICATION**

I CERTIFY THAT ALL STATEMENTS MADE BY ME ON THIS CONTRACTOR'S CERTIFICATION ARE TRUE, COMPLETE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I HEREBY GRANT PERMISSION TO THE YUOK TRIBE AND TERO TO CONFIRM BY PERSONAL INQUIRY OR OTHERWISE, THE INFORMATION I HAVE PROVIDED. I UNDERSTAND THAT ANY WILLFUL MISREPRESENTATION OF FACTS GIVEN TO THIS PROCESS IS GROUNDS FOR REJECTION OF THIS QUALIFICATION FOR INDIAN PREFERENCE CONTRACTOR'S

CERTIFICATION OR DISMISSAL IF EMPLOYED. I RELEASE ALL PERSONS CONNECTED WITH ANY REQUESTS FOR INFORMATION FROM ALL CLAIMS, LIABILITY, AND DAMAGES FOR WHATEVER REASON ARISING OUT OF FURNISHING THE INFORMATION.

***I hereby acknowledge that I have read and understand the above statement.***

\_\_\_\_\_  
OWNER/CONTRACTOR'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARTNER'S SIGNATURE (IF APPLICABLE)

\_\_\_\_\_  
DATE

IF APPLICANT IS A CORPORATION  
AFFIX CORPORATE SEAL:

\_\_\_\_\_  
CORPORATE SEAL

BY: \_\_\_\_\_  
PRESIDENT'S SIGNATURE

\_\_\_\_\_  
DATE

ATTESTED BY: \_\_\_\_\_  
CORPORATE SECRETARY

\_\_\_\_\_  
DATE

APPROVED FOR INDIAN PREFERENCE BY:

\_\_\_\_\_  
Donald Barnes - TERO Compliance Officer  
TRIBAL EMPLOYMENT RIGHTS OFFICE

\_\_\_\_\_  
DATE

**Office Use Only:**

Indian Preference

**Expiration Date:**

