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## Request for Proposals

### Life History Sampling for Coral Reef Ecosystem Component Species in the Main Hawaiian Islands 2020-2021

#### Western Pacific Regional Fishery Management Council

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The Western Pacific Regional Fishery Management Council (Council) is soliciting proposals for a contractor to conduct life history sampling and analysis for select coral reef ecosystem component species in the main Hawaiian Islands.

For this Request for Proposals (RFP), we invite proposals to improve understanding of the life history traits of *Kyphosus spp.*, or Nenuke, of which there are five species, including two endemic (*Kyphosus hawaiiensis* and *Kyphosus sandwicensis*). Proposals should include protocols for collecting length, weight, species composition data and biological samples in fish markets and from fishermen or local tournaments on Oahu and Maui. Proposals should include analysis of the length-weight data by species and processing of otolith and gonad samples. The analysis should include extraction of the age and growth data from the otolith and maturation data from the gonads. These data should be summarized and analyzed by species and written as a technical report to the Council.

#### SCOPE OF WORK

The selected contractor will work closely with the Council and the State of Hawaii Division of Aquatic Resources, and other partners as appropriate to conduct the sample collection, data extraction, and analysis of the growth and maturation data.

Proposals should address the following scope of work:

- Coordinate with the Council on a regular basis on progress of the sample collection and data analysis;
- Develop a sampling methodology that would maximize gathering of length-weight data and collection of life history samples
- Utilize existing methodology for extracting biological samples for growth and maturation studies;
- Extrapolate the life history information from the biological samples and enter the data in a master spreadsheet;
- Analyze the growth and maturation data using available growth equations and provide the Council with the data products;
- Provide presentations to Council advisory bodies, as appropriate.
- Prepare a progress report on the implementation of the project and updates on the data analysis; and
- Prepare a technical report detailing the methods, results and discussion of the analysis by the end of the project period.

The final scope of work will be determined through a contractual agreement between the Council and the selected contractor.

### **CONTRACT PERIOD**

The contract is expected to begin no later than November 15, 2020 and conclude by September 30, 2022.

### **ELIGIBILITY**

- The contractor must have prior experience working with data from the Hawaii commercial vendors and fishing communities;
- The contractor must demonstrate capabilities to collect, extract, and process biological samples;
- The contractor must have a demonstrated ability to conduct the necessary statistical analysis using appropriate methods for the study design;
- The contractor must be familiar with the operational characteristics of the Hawaii coral reef fisheries;
- The contractor must be available to start the project no later than November 15, 2020; and
- U.S. Federal agencies and their employees are not eligible for contractual agreements with the Council.
- Proposals will be evaluated on a competitive basis. The selected proposal will be funded as a contract.

### **REPORTING REQUIREMENTS**

The contractor will be required to submit regular progress reports, a final report, and any other deliverables to be identified in the contractual agreement. All end products and data, reports, and other deliverables resulting from this project must be submitted to the Council and formally acknowledge the Council support in all publications.

### **HOW TO APPLY**

Proposal submissions should include the following materials:

- (1) A proposal including the following items (*maximum 5 pages*):
  - a. Name, affiliation, and contact information of the principal investigator(s)
  - b. Project narrative, including the proposed analysis approach and timeline
  - c. Budget (*may not include overhead or indirect cost exceeding 15 percent*)
  - d. List of citations, if any
- (2) A curriculum vitae or resume (*maximum of 2 CVs per proposal; not to exceed 4 pages each*).

Proposals shall be submitted by e-mail (attach materials in PDF files) to:

Western Pacific Regional Fishery Management Council  
1164 Bishop Street, Suite 1400  
Honolulu, HI 96813  
Email: [info@wpcouncil.org](mailto:info@wpcouncil.org)

Any inquiries regarding this Request for Proposals should be directed to the contact information above or calling the Council Office at (808) 522-8220

**SUBMISSION DEADLINE**

Proposals must be submitted and received at the Council office by **Tuesday, October 31, 2020**, at 5pm Hawaii Standard Time.

**POTENTIAL AVAILABLE ASSISTANCE**

Total amount of funding available is \$104,881 for two years.