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PACIFIC  
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FISHERY  
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COUNCIL

Request for Proposals  
Western Pacific Fishery Management Council

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The Western Pacific Regional Fishery Management Council (the Council) is soliciting proposals to for contractual services listed below.

**CONTRACT SERVICE:** Assistance with Biosampling and Coral Reef Species Life History

**CONTRACT PERIOD:** The contract will begin on or around November 1, 2022, depending on timing of funding availability. The contract shall be completed no later than September 30, 2025.

**SCOPE OF WORK:** The Contractor will work with the Council and NMFS PIFSC to inventory and receive archived biosamples and associated metadata to provide age, growth, length-weight frequencies, reproduction, and other life history parameters that may be extracted from the samples.

The contractor shall:

- Work with NMFS PIFSC, the Council, NMFS PIRO Habitat Conservation Division, and state/territorial fishery agencies to identify the priority species to be examined through their ongoing fishery management plan development;
- Develop a list of coral reef species for each jurisdiction, identify the species and number of samples needed, and coordinate with NMFS PIFSC Fisheries Research and Monitoring Division to determine whether or not archived samples are available and can be used for the project in the first month of the project;
- Procure additional samples as required to meet the minimum 100 samples of each species;
- 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; and
- Provide presentations to Council advisory bodies, as appropriate.

**ELIGIBILITY:** The potential Contractor must:

- Have prior experience working with data from the commercial vendors and with fishing communities;
- Demonstrate capabilities to collect, extract, and process biological samples;
- Have demonstrated ability to conduct the necessary statistical analysis using appropriate methods for the study design;
- Be familiar with the operational characteristics of the Western Pacific coral reef fisheries;
- Be able to work independently and communicate effectively with the Council, its staff, NMFS PIFSC, and other partners as necessary; and
- Be available to start the project in November 2022 and complete the project by September 2025.
- 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.

**REQUIREMENTS:** The Contractor will independently work in close coordination with Council staff to meet deliverable timelines. The Contractor will communicate as needed with PIFSC, Council staff, and other partners as necessary. 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, reports, and other deliverables resulting from this project must be submitted to the Council. The contractor must also formally acknowledge the Council support in all publications and presentations related to the funded project. The contractor is expected to produce a high quality analysis that is appropriate for submission to a peer-reviewed scientific journal.

**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 for each Principal Investigator (*maximum of 2 CVs per proposal; not to exceed 4 pages each*).

Proposals may be submitted by e-mail (attach materials in PDF files) or regular mail 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 will be accepted until October 14, 2022, or until a contractor is engaged.

#### **POTENTIAL AVAILABLE ASSISTANCE**

Total amount of funding available is \$180,000.00 for three years.