



Pacific Fishery Management Council

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Brad Pettinger, Chair | Merrick J. Burden, Executive Director

REQUEST FOR PROPOSALS

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

EXECUTIVE SUMMARY/BACKGROUND:

[The Pacific Fishery Management Council](#) (PFMC or Council) is one of eight U.S. [regional fishery management councils](#) established by the Magnuson-Stevens Fishery Conservation and Management Act. The PFMC recommends fishery management measures in Federal waters off the coasts of Washington, Oregon, and California, including commercial, recreational and Tribal fisheries for about 119 different species that include salmon, groundfish, coastal pelagic fish, and highly migratory species.

The Council is seeking a contractor to assist with the design and development of a decision support framework to (a) enhance the Council's ability to measure and understand the impacts of its management actions on West Coast fishing communities, and (b) help the Council identify strategies and steps it can take that can enhance the resilience of these communities to short- and long-term change.

PROJECT PURPOSE AND GOALS:

The overall purpose of this project is to improve the Council's ability to make decisions that increase fishing community resilience. More specifically, the project will enhance the ability of the Council to adopt or adjust management measures that help fishing communities respond and adapt to changes in the marine ecosystem and stabilize jobs and livelihoods even while fishing opportunities fluctuate. The project's objective is to develop a decision support framework that aids the Council in fully considering how its management actions and recommendations can increase the resilience of fishing-dependent and fishing-engaged communities in the face of variability of Council-managed resources. In addition, the project aims to expand the Council's ability to meet the objectives of [National Standard 8](#) of the Magnuson-Stevens Act, which requires that the Council's management actions account for the importance of fishery resources to fishing communities by utilizing economic and social data based on the best scientific information available.

It is anticipated that the project will be implemented in four phases: 1) Assessment of current Council decision-making processes and currently available resources and tools; 2) identification of information gaps and resource needs; 3) development of new frameworks, tools, and/or analytical resources; and 4) build-out of a decision support framework for application to Council actions and processes.

CONTRACT SERVICE: The selected contractor will assist the Council with the design and development of analytical products and a decision support framework that will allow the Council to explicitly consider the effects of its management proposals on West Coast fishing communities and the resilience of those communities. These products are intended to enhance the Council's ability to more comprehensively understand the impacts of its decision-making on community well-being and resilience, including the ability for the Council to identify actions that could be taken to bolster community resilience.

CONTRACT PERIOD: Target start date: April 15, 2025; work to be completed by August 31, 2027.

SCOPE OF WORK: The Contractor will work with the Executive Director; Council staff; select members of Council advisory bodies; and others, as determined by the Executive Director, to execute this project. Core project components will include:

- (i) Review and adoption of a set of attributes to use for identifying and understanding assessing resilience of fishing communities;
- (ii) A baseline assessment of resilience for West Coast communities;
- (iii) Development of conceptual models for how Council actions have affected or may affect these attributes, aligned with current or possible future Council actions under consideration;
- (iv) Identification of current or potential future management processes, and analysis of their impacts on community resilience under changing environmental conditions;
- (v) Determination of actions that could be taken to bolster community resilience, with a clear delineation between those that are either within or beyond the Council's authorities.

In collaboration with Council staff and others, the contractor shall:

1. Survey of existing processes, tools, and resources

- a. Review and characterize Council decision-making processes and procedures, including the factors considered in different categories of Council decisions and recommendations; leverage existing Council analyses and resources where available/appropriate.
- b. Assess the current state of knowledge regarding available indices of fishing community resilience to changes in fishery resources and the marine environment; identify a set of attributes to assess status of resilience of fishing communities.
- c. Survey existing data products, portals, and dashboards that measure, track, or report on these indices/indicators; conduct gap analysis to determine need for new/additional data products or resources to meet Council objectives.
- d. Using the set of attributes identified in (b), the existing resources/data described in (c), and other relevant inputs, conduct a baseline assessment of West Coast fishing community resilience.

2. Scope and develop decision tools

- a. Contingent on results of survey and gap analysis above, either i) identify how best to utilize/leverage existing tools, data, and resources to meet Council objectives; or ii) develop a new product or products that integrate(s) relevant economic, demographic, and

- fishery related data, and that use(s) the attributes identified above in 1(b).
- b. Conduct research on and identify management actions that may promote community resilience; crosswalk those actions most conducive to bolstering resilience with Council decision processes.
 - c. Determine which West Coast fishing communities are most closely tied to which fisheries, and the how those communities are impacted by different classes of fishery management actions.
3. *Develop framework for integrating tools into Council processes*
- a. Consult with Council advisory bodies to review the results of (2) above, and to further identify Council actions/decision processes most likely to impact fishing community resilience.
 - b. Consult with Council staff to identify types and classes of analyses that would benefit from analytical products that foreground community resilience information.
 - c. Identify specific changes to existing Council processes and procedures, and/or map out new procedures, as needed, to integrate a decision support framework into Council decision-making.
4. *Reporting and communications*
- a. Participate in monthly meetings with relevant Council staff to coordinate work products and track progress.
 - b. Submit three interim reports and one final report at intervals to be determined.

ELIGIBILITY: The potential Contractor should possess the following skills:

- Expertise in social sciences, including socioeconomics and fishery economics.
- Knowledge and understanding of attributes of community resilience and adaptive capacity.
- Familiarity with various social and economic indicators, their collection, and their utility; experience with the use of indicators of human well-being in the context of natural resources management or conservation.
- Familiarity with the purpose, structure, and function of federal regional fishery management councils.
- Expertise in data analysis and synthesis, including experience working with fishery data.
- Ability to effectively plan, organize, and execute complex project work.
- Skilled at engaging with a diverse range of stakeholders, including fishery managers, decision-makers, fishermen, scientists, and members of the public.

HOW TO APPLY: Proposal submissions should include the following materials:

- (1) A proposal including the following items (maximum 10 pages, not including CVs of key personnel, proposed budget, or other attachments)
 - a. Name, affiliation, and contact information.
 - b. A statement of how the applicant would accomplish the scope of work.
 - c. Detailed description of previous related experience and how previous work has prepared the applicant to be able to accomplish the scope of work.
 - d. Names and contact information of three (3) professional references who are familiar with the applicant's ability to perform the work associated with this project.

- e. A curriculum vitae or resume for key personnel.
 - f. A statement that the applicant is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or Agency.
- (2) Complete [form SF-LLL](#), “Disclosure of Lobbying Activities,” at the time of proposal submission and, if selected, within 15 days following the end of the calendar quarter in which there occurs any event that requires disclosure or that materially affects the accuracy of the information contained in any disclosure form previously filed.

Proposals should be submitted by e-mail (attach materials as PDF files) to PFMC Staff Officer Gilly Lyons at gilly.lyons@noaa.gov, or they may be submitted by mail to the following address:

Gilly Lyons, Staff Officer
Pacific Fishery Management Council
7700 NE Ambassador Place, Ste 101
Portland, OR 97220

Any inquiries regarding this Request for Proposals should be directed to Gilly Lyons by calling (503) 820-2427.

SUBMISSION DEADLINE: Proposals will be accepted until March 15, 2025, or until a contractor is engaged, whichever is earlier.

POTENTIAL AVAILABLE ASSISTANCE [MAXIMUM CONTRACT AWARD]

- Contract award shall not exceed \$300,000 over contract period
 - Award should cover labor, supplies and materials, and overhead
 - Travel expenses will be reimbursed by the Pacific Fishery Management Council

HOW PROPOSALS WILL BE EVALUATED: Applicants will be evaluated based on the demonstration of the following knowledge, skills, and abilities in the proposal submission.

- Qualifications of key personnel.
- Past work experience, including any similar projects the applicant has contributed to or completed previously.
- Demonstrated knowledge of/experience in relevant areas of expertise.
- Skill in written communication for the purposes of developing key work products, documents, presentations, reports, and summaries.
- Knowledge of federal fishery management frameworks and associated processes, especially as they pertain to the socioeconomic well-being of coastal and fishing-dependent communities.
- Skill in project management to effectively identify strategies, timelines, and tactics necessary to reach project milestones and goals.