

Request for Proposals

RFP No. DLNR-DOFAW- BAOW 2020

To Conduct Barn Owl Hunting and Trapping along Kauai's NaPali Coast to Protect Endangered Seabirds

**PROPOSALS WILL BE RECEIVED UP TO 1:00 PM (HST) ON
1/24/2020**

Proposals must be submitted via email at the following address: sheri.s.mann@hawaii.gov

Timely receipt of offers shall be evidenced by the date and time registered by the state of Hawaii email system. Use "Barn Owl Hunting & Trapping RFP Proposal Enclosed" in the subject line.

If you intend to respond to this RFP, please register (provide contact person, organization name, and contact information) with the primary contact. If you do not register, you may not receive notification of any amendments that may be made to this RFP, thus putting your proposal at risk for rejection. Registration does not signify a commitment to submit a proposal, but rather provides a process in which to notify interested Offerors of any changes to the RFP in a timely manner.

The primary contact for this RFP is:

Tanya Dosono
Division of Forestry and Wildlife
3060 Eiwa Street, Room 306
Lihue, HI 96766
Phone: (808) 274-3433
Tanya.i.dosono@hawaii.gov

1. SUMMARY

The State of Hawaii (State) is pleased to announce a Request for Proposals (RFP) to conduct a Barn Owl hunting and trapping project on the NaPali Coast of Kauai to protect endangered seabirds.

This RFP is open to all qualified bidders based on qualification criteria as detailed in this RFP. The Department of Land and Natural Resources, Division of Forestry and Wildlife (DOFAW) will evaluate all submitted proposals and manage any selected project(s).

2. RFP Schedule and Significant Dates:

Advertising of Request for Proposals	12/23/2019
Deadline to submit Written Questions	1/07/2020
State's Response to written questions	1/10/2020
Proposals due and opened	1/24/2020
Proposal evaluations	1/24/2020 to 2/07/2020
Contract Start date	~3/16/2020, pending approval

3. Background

On the island of Kauai, ground nesting seabirds face predation by a variety of non-native vertebrate predators (rats, cats, dogs, Barn Owls and feral pigs) both in wilderness and urban/suburban areas across landscapes and on nearby small islands. The species of seabird affected, and the predators of concern, also vary by location. Along the North and West NaPali coast of Kauai Island, the seabird species most at risk are the Federally Threatened Newell's Shearwater (*Puffinus newelli*; NESH), Endangered Hawaiian Petrel (*Pterodroma sandwichensis*; HAPE), and Endangered Band-rumped Storm-petrel (*Oceanodroma castro*; BANP).

For NESH and HAPE, Barn owls (*Tyto alba*; BAOW) are one of the most serious introduced predators and the only nonnative avian predator of the two species. Colonies that are otherwise protected from mammalian predators by topography, predator proof fences or ongoing predator control efforts are still vulnerable to owl predation. The Kauai Endangered Seabird Recovery Project (KESRP) has documented multiple BAOW depredations of HAPE and NESH across seven years of monitoring. Furthermore, the number of predations found likely represents a small portion of the actual number of depredated seabirds since they do not always occur at burrows and Barn Owls will move the depredated carcass to inaccessible areas.

The Department of Land and Natural Resources (DLNR), Division of Forestry and Wildlife's (DOFAW) seeks services for the survey and removal of predators, primarily invasive Barn Owls (*Tyto alba*), on Kauai, specifically in coastal and cliffs areas on the NaPali Coast between Milolii and Hanakapiai. This broad area reflects the large territories and high level of mobility of Barn owls and the need for strategic hunting and trapping to suppress and remove them. Areas where seabird nesting colonies are present will be the focal areas for these services.

This project is one component of a larger effort across the County of Kauai to reduce the presence of predatory Barn Owls, feral cats, rats and pigs, all of which predate on vulnerable, ground-nesting

native seabirds (as well as other native birds). This project is funded by a grant from National Fish and Wildlife Foundation (NFWF) with matching funds from DOFAW.

4. Project Goals & Objectives

Project Goal: Reduce predators, with an emphasis on barn owls, in and around endangered seabird colonies, including Newell's shearwater, Hawaiian petrel, and band-rumped storm-petrel, on the Northwest shores of Kauai.

Objectives to reach this goal:

- Suppress and remove Barn Owls using the most effective known hunting and trapping and/or innovative new techniques.
- Document Barn Owl presence, habitat use, foraging behavior, localized response to removal of Barn Owl individuals (e.g. territory refill rate, fate of abandoned mate or nestlings etc) wherever possible, to increase efficacy of future hunting & trapping.

5. Scope of Work:

1. A minimum of 48 nights hunting/trapping Barn Owls on the north shore of Kauai within the area defined on the map below (see Fig 1).
2. Collect data relevant to diet, nesting and foraging locations, and efficacy of various hunting and trapping techniques.

This is a complex project with many options on how to proceed with on-the-ground management activities. As part of the process of selecting a suitable contractor, DOFAW will consider the overall strategy that is presented, and evaluate the best option. Please include in proposals a detailed description of your Barn Owl hunting and trapping strategy, including:

- How you propose to distribute nights across the contract period, and why?
- Which locations across the Barn Owl control area do you propose to focus on, and why?
- What hunting and trapping techniques will you deploy at various locations, and why?

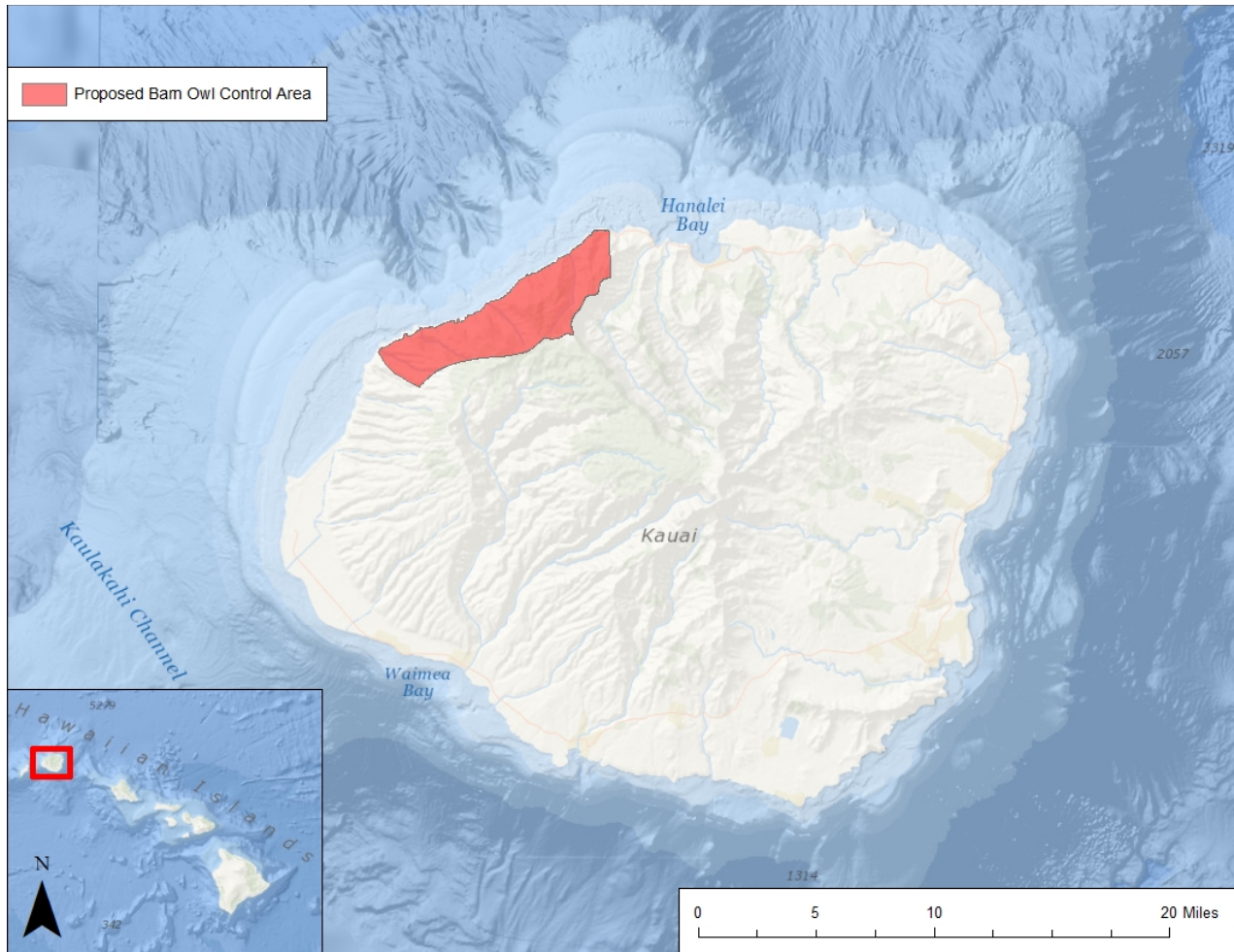


Figure 1: Proposed area of Barn Owl Control

6. Deliverables:

- Quarterly reports with field notes, maps/GPS points and photos from hunting and trapping efforts. Details about what methods were used, and why, must be included in reports.
- Draft & Final report summarizing hunting and trapping efforts, including all relevant data that was collected over the contract period, to be reviewed and approved before final submission.

7. Requirements:

- The Contractor shall have a minimum of two (2) years of experience surveying for and dispatching Barn Owls in mountainous areas.
- The Contractor shall have knowledge and experience with specific Barn Owl hunting and trapping strategies that have proven to be effective in removing Barn Owls in mountainous terrain.
- The Contractor shall be a registered and compliant vendor on Hawaii Compliance Express (www.vendors.ehawaii.gov) at the time of submission of their proposal.
- The Contractor shall be familiar with endangered seabird habitat, calls, and location of high-density nesting areas on Kauai.

- The Contractor must have a demonstrated ability to work with local partners in Kauai County and in the State of Hawaii.
- The Contractor shall have experience in conducting back country Barn Owl removal, specifically on Kauai.
- The Contractor shall possess wilderness first aid certification, helicopter flight training and safety protocols in wilderness areas.
- The Contractor shall possess a satellite telephone.
- The Contractor shall be familiar with (licensed) firearms and/or air rifles.
- Contractor shall closely coordinate schedules and plan of actions with the DLNR and participating partners.
- Contractor must have or obtain the below General Liability insurance prior to Notice To Proceed:
 - Bodily Injury and Property Damage Per Occurrence Limit:
 - \$1,000,000 per occurrence
 - \$2,000,000 aggregate

DLNR-DOFAW will Provide or Assist to:

- Obtain the necessary permits for Barn Owl control on State Lands, including permits for broadcasting calls, camping, setting traps, and firearm use.
- Use State owned remote cabins or shelters, as per contractor request.
- Coordinate as needed to conduct trapping and hunting efforts.

Selected Contractor will Provide:

- Transportation to and from Kauai County (if needed).
- All transportation to, from and within hunting and trapping sites, include ground or helicopter as needed.
- Traps, firearms, night vision goggles and all other equipment needed for project operations.
- Maps and GIS map layers for hunting and trapping areas.
- Must be compliant with Hawaii Compliance Express.

8. Time of Performance:

The contract will be for approximately one year beginning approximately March 16, 2020, pending approval.

Unless terminated, this contract may be extended for not more than 1 year without the necessity of re-bidding, upon mutual agreement, in writing prior to expiration of the contract.

9. Payment:

Payment will be made upon satisfactory completion of the work, pursuant to the agreed upon payment schedule. If an advance payment is requested, it must be stated in the budget section of the proposal. The payment schedule must provide for a final payment no less than 20% of the overall cost. Final payment will not be made until the final report has been received and approved by the Department of Land and Natural Resource's Division of Forestry & Wildlife.

MAXIMUM BID FOR THIS PROJECT IS \$80,000, including tax, travel, transportation and all expenses.

10. Submission Requirements:

Submit proposals **VIA EMAIL ONLY** to Sheri.S.Mann@hawaii.gov. If the files are too large to email, please use a file sharing service such as Dropbox. The subject of the email shall state the following: "Barn Owl Hunting & Trapping RFP Proposal Enclosed".

Questions Regarding this RFP:

Contractors may request clarification or interpretation of any aspect of this RFP in writing up to January 7, 2020. Such written requests shall be made to Tanya Dosono at Tanya.i.dosono@hawaii.gov.

Modification or Withdrawal of proposals:

A modification of a proposal already received will be accepted by the State only if the modification is received prior to the proposal due date or is made via addendum issued by the State. All modifications shall be made in writing and submitted in the same form and manner as the original proposal.

Offeror may withdraw a proposal already received prior to the proposal due date by submitting to the State a written request for withdrawal. This provision for modification and withdrawals of proposals may not be utilized by an Offeror to submit a late proposal and, as such, will not alter the State's right to reject a proposal.

11. Proposal Format and Content - All proposals must be in the following format:

1. Cover letter and offer. One page maximum.
2. Scope of Work (see Section 5). Six pages maximum. Provide a brief description and relevant details on how each component of the scope of work will be addressed over the course of the contract agreement term.
3. Budget (see Section 12). Two pages maximum
4. Budget Justification (see Section 13). One page maximum.
5. Schedule of Activities / Implementation Plan. Two pages maximum. Provide a description and relevant details about how the contractor proposes to report on project accomplishments/milestones, anticipated deliverables based on the scope of work, and proposed timeline for implementation related to the scope of work.
6. Evidence of Experience. Describe the team's qualifications, experience and size. Submit a resume or Curriculum Vitae (CV) for each team member involved in the project.
- H. Provide references, including names and contact information for at least three similar projects of similar scope that were completed by the contractor successfully.
- I. Compliance: The Contractor must submit documentation showing that they are registered and documented as compliant through Hawaii Compliance Express.

12. Budget

Please include a detailed budget for the scope of work (Section 5), including costs specific to proposed timelines and deliverables, any transportation/travel costs, program supplies and

equipment, etc. This detailed budget should include all project cost estimations and a timeline proposed to meet the scope of work. The budget should be based on a twelve (12) month or less period. The budget may distinguish between costs associated with the sequence of activities and fixed costs, as well as costs dependent on availability of camping versus renting accommodations.

13. Budget Justification:

Explain and justify all requested budget items. Please detail travel expenses related to the scope of work and deliverables.

14. Evaluation Criteria and Contractor Selection:

Proposals will be ranked by an evaluation committee consisting of three or more government Officials or given delegation to act as Government Officials.

The award will be made to the responsible contractor(s) whose proposal is/are determined to be the most advantageous to the State based on the evaluation criteria listed in this section. Proposal will be reviewed for inclusion of necessary documents and proposal requirements; any proposals that do not contain the required documents may be deemed unacceptable. All acceptable proposals will be viewed by the evaluation committee as specified in this section. The State reserves the right to determine what is in the State's best interest in this evaluation process and its decision shall be final. The State reserves the right to select portions of a proposal, or to reject any and all proposals.

Those proposals that are determined to be acceptable shall be evaluated based upon the criteria detailed below. The evaluation process will award points for each criterion based on the total available points for that criterion (e.g. Total points = 25: high score = 25, low score = 0). The sum of all criteria will equal the total proposal score. Those proposals failing to receive a minimum qualifying score of 65 shall be disqualified from further consideration and mailed a Notice of Determination.

The total number of points used to score this proposal is 100.

Proposals submitted will be evaluated using the following criteria:

A. Feasibility project design. Total points = 30

- Contractor provided a clear and justified methodology for meeting the scope of work.
- Methodology is appropriate to meet the project objectives and is cost effective.

B. Evidence of Experience. Total points = 30

- Contractor has professional qualifications and experience that will allow them to perform actions described in the scope of work. Contractor should be an established entity capable of implementing the scope of work.

- Contractor has experience hunting & trapping Barn Owls.
- Contractor has experience working in remote areas under inclement weather conditions and steep terrain.

C. Budget and Budget Justification. Total points = 20

- The Contractor's budget should be adequate to support the outlined activities.
- Budget expenses are relevant to project implementation.
- Proposed budget is cost effective to the scope, scale, and intensity of the project.

D. Schedule of Activities / Implementation Plan. Total points = 20

- Evidence of a Schedule of Activities / Implementation Plan for this project that adequately addresses the scope of work and details deliverables for the project within project timeline.

Opening of Proposals and Confidentiality of the Evaluation Process:

Proposals will not be publicly opened. Only the members of the Evaluation Committee or State Personnel having legitimate interest in the RFP will be provided access to the proposals and evaluation results during the evaluation period. All proposals, evaluation worksheet and subsequent Best and Final Offer, if any, and including documentation, correspondence and meetings, will be kept confidential until after the contract is awarded. All proposals will be made public only after the review and selection process is completed.

Compliance with Minimum Criteria:

Proposals will be reviewed for conformance with the instructions and requirements of the RFP. The proposals shall be classified initially as acceptable, potentially acceptable, or unacceptable. All responsible Offerors who submit acceptable or potentially acceptable proposals are eligible for a priority list. Discussions will be limited to only "priority-listed" offerors. The objective of these discussions are to clarify issues regarding the Offeror's proposal. Following the final determination of the acceptability of the proposals in relation to the minimum criteria, all priority list Offerors shall be notified in writing as to the Evaluation Committee's determination on whether their proposal has been accepted for evaluation.

Acceptance/Rejection of Proposal:

The State reserves the right to reject any or all proposals, to undertake discussions with one or more Offerors, and to accept that proposal or a modified proposal which, in its judgment, will be most advantageous to the State and the selection criteria considered. The State also reserves the right to waive any defects in any proposal.

Method of Award:

The Evaluation Committee will review all proposals that meet the submission requirements and rank them according to the comparative criteria evaluation listed in Section 14. The Evaluation Committee will then enter into discussions with the Offeror that submitted the highest ranked proposal(s) to verify and clarify said proposal(s), and to discuss the final terms and conditions of the Agreement to be

presented to the Board for approval. The Evaluation Committee reserves the right to meet with the Offeror(s) to discuss the terms and conditions of their proposals during this evaluation period. The DLNR Chairperson will award, if any, one or more proposals at the end of the evaluation period.

Notification:

All Offerors will be notified of award determinations via email. A Notice of Award will also be posted on the Hawaii Awards and Notices Data System. If receiving an award letter, please note that this letter does NOT constitute a Notice to Proceed. If proprietary data or information is included in the proposals, please include the appropriate sections in a part separate from the main document and identify it with a label stating, "Proprietary Information". Unless identified as "Proprietary Information," please note that your proposal and contract become public documents and are available for public inspection once awards are posted. Additionally, all photos developed/used/submitted for the RFP become property of DLNR. Once an Agreement is executed, DOFAW will issue a Notice to Proceed.

Debriefing:

For those non-selected proposals, a debriefing to inform Offerors of the basis for the Offeror's score and non-selection can be provided upon request. A written request for a debriefing to primary contact must be made within three (3) working days after the posting of the Notice of Award.

Protest:

A protest shall be submitted in writing within five (5) working days after the aggrieved person knows or should have known of the facts giving rise thereto; provided that a protest based upon the content of the solicitation shall be submitted in writing prior to the deadline set for receipt of offers. Further, a protest of award or proposed award shall be submitted within five (5) working days after a debriefing has taken place. Any protests shall be submitted in writing to the Chairperson of the Department of Land and Natural Resources, 1151 Punchbowl Street, Honolulu, Hawaii 96813.

Vested Rights:

The award to an Offeror made pursuant to the RFP source selection method, does not confer any vested rights on that Offeror. These rights will be delineated in the agreement, which the State and the successful Offeror will determine after the proposal has been awarded.

Cancellation:

The Request for Proposal (RFP) may be cancelled and any or all proposals rejected in whole or in part, without liability, when it is determined to be in the best interest of the state.