



**FLORIDA FISH AND WILDLIFE CONSERVATION
COMMISSION**

FWC 16/17-118

REQUEST FOR INFORMATION

Blue Crab Trap Retrieval Program

Bryan Tucker, Procurement Manager
2590 Executive Center Circle East, Suite 100
Tallahassee, Florida 32301
Telephone: (850) 488-6551
Fax: (850) 922-8060
E-mail: bryan.tucker@myfwc.com

FWC 16/17-118
REQUEST FOR INFORMATION

1. STATEMENT OF NEED

This is a Request for Information (RFI) as defined in Section 287.012(22), Florida Statutes, for informational and planning purposes only. This RFI is issued by the State of Florida, Florida Fish and Wildlife Conservation Commission (“Commission”), to solicit information regarding the services described herein.

A RFI is not a method of procurement. Responses to a RFI are not offers and shall not be accepted by the Commission to form a binding Contract. This RFI and responses to it shall not result in the execution of a Contract with the Commission. By submitting a response to this RFI, a vendor is not prohibited from responding to any related subsequent solicitation. This RFI may be used for purposes of determining whether or not to competitively procure a commodity or contractual service, determining what solicitation process to use, or researching general, special, and/or technical specifications for a project or solicitation. The Commission reserves the right to utilize the information gathered through the RFI process to develop a scope of services, which may be incorporated into a Contract using a statutorily approved method of procurement.

The COMMISSION is seeking information on the administration, labor, and material necessary to retrieve blue crab traps from state waters during closed fishing seasons. The Commission is requesting this information in order to determine pricing required to conduct this work.

All interested partners are invited to participate in the RFI by submitting a written response as indicated in this RFI document. The information provided as a result of this RFI is intended to be used to develop a future solicitation that utilize the technologies described herein.

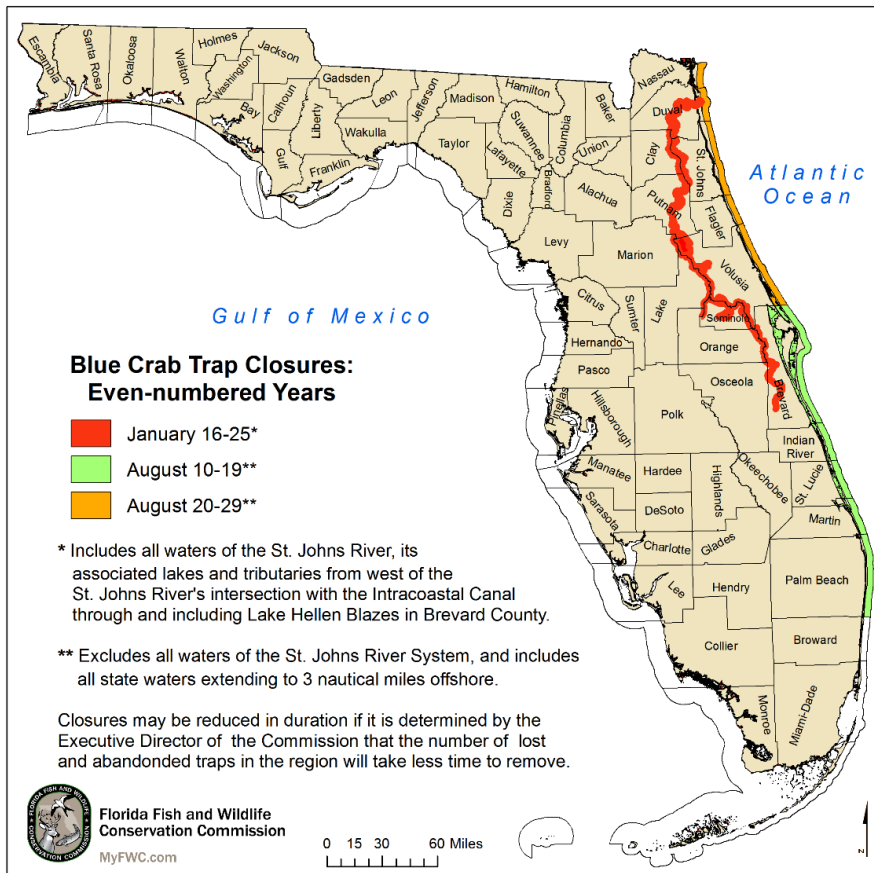
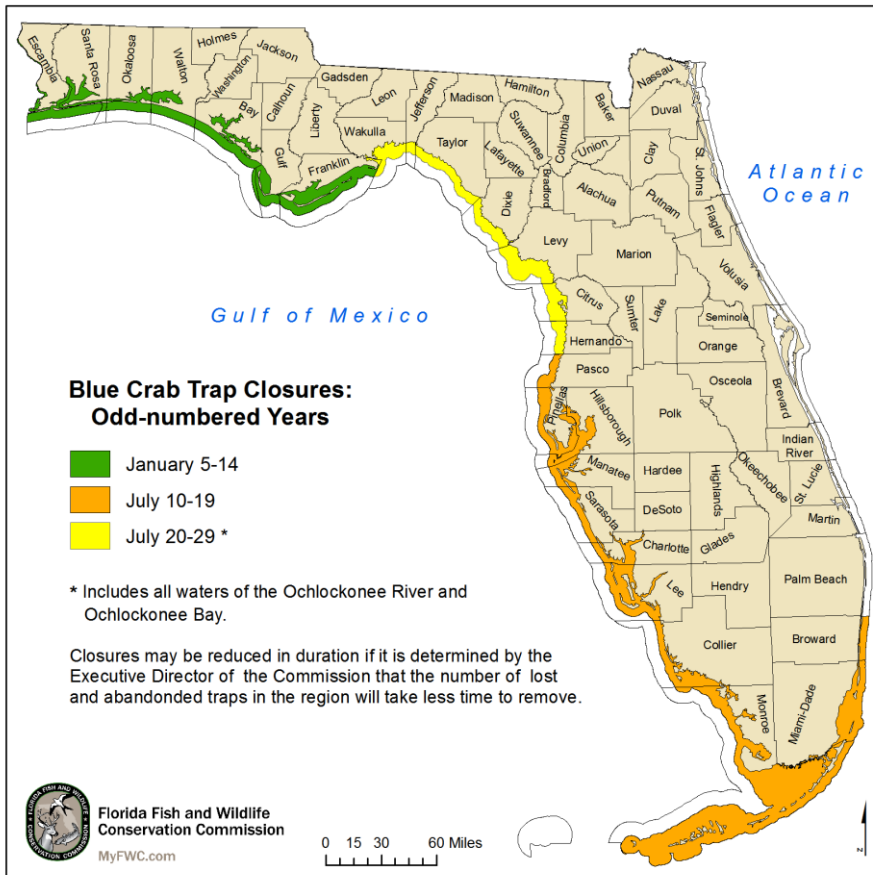
The Commission reserves the right to use or reject any information supplied in response to this RFI.

2. PROJECT BACKGROUND

The Commission operates a contracted Blue Crab Trap Retrieval Program to remove blue crab traps that remain in the water during each trap closure. This program is authorized pursuant to section 379.2424, Florida Statutes (F.S.), and is implemented pursuant to Rule 68B-55.003, Florida Administrative Code (F.A.C.). Fishery participant organizations are contracted to implement this program, and are selected through a competitive solicitation process. The contractor is paid for each trap removed and for each retrieval trip completed. An FWC observer must be present onboard each participating vessel; the observer is responsible for verifying the number of traps retrieved, ensuring that all crabs and bycatch are returned to the water, and recording license and location data from each trap retrieved.

3. SCOPE OF WORK

Trap retrieval shall be conducted during the applicable closed season (see maps below). The Contractor shall administer and implement the Blue Crab Trap Retrieval Program and shall provide all labor and materials necessary to retrieve traps from state waters and adjacent federal waters.



4.

Responses to this RFI shall include the following:

- A. The vendor's complete name, address, telephone number, email address, FEID number and the vendor's point of contact for this RFI.
- B. Commitment from the respondent to provide requested information by no later than March 14, 2017.
- C. The vendor's history and experience in similar jobs as per the specifications in the above Scope of Work.
- D. Provide answers to the following questions:
 - a) Counties in which services can be performed
 - b) Pricing required for removal of traps (unit price per retrieved trap)

5. INFORMATION EFFECTS

The Commission will use the information gained from this RFI to determine the best way to proceed, estimate the level of funding required, and develop the appropriate procurement process to address desired aquatic vegetation removal projects within the level of resources available.

6. QUESTIONS

Written questions are invited and may be submitted in writing via fax, e-mail or mail **until 5:00 P.M. EST, March 7, 2017**. Questions **MUST** be received by the Procurement Manager (listed on page 1) via email on or before this date and time to ensure they are answered. Written responses to questions will be posted on the Vendor Bid System on **March 10, 2017**.

7. WRITTEN RESPONSE TO RFI

Written responses to this RFI must be submitted to the Procurement Manager by **5:00 P.M. EST, March 14, 2017**. Vendors may fax, e-mail, mail or hand-deliver their response. If sent by mail or hand delivery, please send to the attention of the Procurement Manager at the address listed on Page 1. The Commission reserves the right to use any information supplied in any manner.

After the Commission has received all responses to this RFI, the Commission, in its sole discretion, shall determine if a meeting with respondents is necessary to clarify the information received. In the event that the Commission decides to hold a meeting, the respondent(s) will be notified via email.

8. PROPRIETARY INFORMATION

Any portion of the submitted response which is asserted to be exempt from disclosure under Chapter 119, Florida Statutes, shall be clearly marked "exempt", "confidential", or "trade secret" (as applicable) and shall also contain the statutory basis for such claim on every page containing such exempt information. Pages containing trade secrets shall be marked "trade secret as defined

in Section 812.081, Florida Statutes”. Failure to segregate and identify such portions shall constitute a waiver of any claimed exemption and the Commission will provide such records in response to public records requests without notifying the respondent. Designating material simply as “proprietary” will not necessarily protect it from disclosure under Chapter 119, Florida Statutes. An entire response should not be considered “trade secret”.

PLEASE NOTE: Any submitted material that is not clearly marked as stated in Section 8, Proprietary Information, is subject to Florida Statute 119, Public Records.

9. VENDOR COSTS

Vendors are responsible for all costs associated with preparing a response to this RFI. The State of Florida and the Commission will not be responsible for any vendor costs associated with preparing a response to this RFI.

The Commission appreciates your time and interest in responding to this Request for Information.

THIS IS NOT A COMPETITIVE SOLICITATION IN ACCORDANCE WITH S. 287.057(1). PLEASE DO NOT ATTEMPT TO SUBMIT A BID, PROPOSAL OR OTHER PRESENTATION.