



Procurement Hub – Fredericton  
301 Bishop Drive  
Fredericton, NB E3C 2M6

4 June 2024

30005721

**TITLE: Mitigation of invasive fish species in the Petite Rivière watershed using boat electrofishing**

**1. Advance Contract Award Notice (ACAN)**

An ACAN is a public notice indicating to the supplier community that a department or agency intends to award a contract for goods, services or construction to a pre-identified supplier, thereby allowing other suppliers to signal their interest in bidding, by submitting a statement of capabilities. If no supplier submits a statement of capabilities that meets the requirements set out in the ACAN, on or before the closing date stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

**2. Definition of the requirement**

The Department of Fisheries and Oceans (DFO) requires services to lead 20 nights of boat electrofishing during summer/fall each year to locate and remove invasive species (Chain Pickerel and Smallmouth Bass) from the Petite Lakes, the critical habitat of the Atlantic Whitefish listed and protected as endangered under the federal *Species at Risk Act* (SARA).

**2.1 SCOPE**

Beginning the first week of July each year, a team of three certified staff is required to crew an electrofishing boat that will operate at night on Hebb, Milipsigate, and Minamkeak lakes under a schedule of activities determined by the Scientific Project Authority.

**Tasks:**

- Activities/Technical Responsibilities:
  1. Operate an electrofishing boat, using prescribed settings and shocking times at set locations within the three Petite Lakes.
  2. Remove all aquatic invasive species (Smallmouth Bass and Chain Pickerel) captured and keep aside for later processing.
  3. Save retained fish on ice in separate labelled bags by site for measuring (fork length) the following day and disposal at appropriate facility.
  4. Return all native species back into the location of capture.
  5. Maintain descriptions and data records for all activities including:
    - Record location details: survey site, water temperature, start and end GPS positions.
    - Record catch counts for each native species, including observations of Atlantic Whitefish. Release all native species back into lake of capture.
    - Record catch counts for each invasive species, namely Smallmouth Bass and Chain Pickerel, and record fish lengths (fork length, mm). Retain and remove from the system all invasive species caught.
  6. Provide Brief update including activity metadata and catch data for all species in electronic format (Microsoft Excel) by email to the Scientific Authority on a bi-weekly basis.
  7. Provide final copies of activity metadata and catch data for all species to the Scientific Authority within 30 days following completion of the activity.



### **Contractor Obligations**

- Operate the department's electrofishing boat (a Smith Root SR-16, 16ft length), including motor (50hp outboard).
- Provide a minimum of three staff certified in boat electrofishing, including: a vessel operator/crew lead and two supporting dip netters.
- Provide the Project Authority with proof of staff electrofishing and small vessel operation certifications prior to initiating the work. The vessel operator must possess both boat electrofishing and small boat operator certification, whereas support staff (i.e., dipnetters) must minimally possess backpack electrofishing certification.
- Obtain and maintain all necessary permits (e.g., Section 73 SARA permit, Nova Scotia *Endangered Species Act* permit), licenses (e.g., Section 52 Scientific License), certificates (e.g., boat operator and/or backpack electrofishing) and letters of authorization (boat access from Town of Bridgewater) required for the work to be performed under any applicable federal, provincial or municipal legislation. The Contractor is responsible for any charges imposed by such legislation or regulations. The Contractor must provide a copy of any such permit, license, certificate and letter of authorization to the Project Authority prior to commencing the contract, and have in their possession while undertaking the activity.
- Be responsible for any Occupational Health and Safety requirements, including current First Aid and CPR certifications, and the provision of appropriate clothing and personal protective equipment (i.e., PFD's, rain gear, gloves, footwear such as rubber boots, waders, etc.) for the staff.
- Report immediately, any problems to the Scientific Authority so the appropriate action can be taken to ensure the activities can be completed within the required period.

### **3. Criteria for assessment of the Statement of Capabilities (Minimum Essential Requirements)**

Any interested supplier must demonstrate by way of a statement of capabilities that it meets the following requirements:

#### **Experience:**

Minimum of five (5) years of experience in the last ten (10) years:

- Operation of an electrofishing boat in small lakes, including operation of small outboard motors.
- Operation and troubleshooting of a boat generator
- Basic limnology (water temperature and conductivity) to inform electrofishing boat settings
- Use of a combination of handheld GPS, maps/charts, and sonar to safely navigate predetermined electrofishing sites at night.
- Lacustrine fish species identification and sampling techniques (e.g., fish length measurements)

#### **Knowledge and understanding of:**

- Petite Rivière watershed and lakes
- Nova Scotia freshwater fish identification
- The endangered Atlantic Whitefish
- Basic mechanical and/or electrical systems
- Computer programs (Microsoft Excel)

#### **Academic qualifications:**

- Technical Natural Resources/Fisheries and Wildlife program, or a undergraduate program in Natural or Applied Science.



- Training in the handling of fish and aquatic species at risk, in particular the endangered Atlantic Whitefish

**4. Applicability of the trade agreement(s) to the procurement**

This procurement is subject to the following trade agreement(s)

- Canada Free Trade Agreement

**5. Government Contracts Regulations Exception(s) or Limited Tendering Reasons**

The following exception(s) to the *Government Contracts Regulations* is (are) invoked for this procurement under subsection GCR 6.(d) only one person or firm is capable of performing the contract.

**6. Ownership of Intellectual Property**

No Intellectual Property is created through this contract. Data generated during this contract will be shared between DFO and the Contractor

**7. Period of the proposed contract or delivery date**

The proposed contract is for a period of one (1) year with four (4) one (1) year option periods.

**8. Cost estimate of the proposed contract**

The estimated value of contract, including all option years is \$132,660.00 (GST/HST extra).

**9. Name and address of the pre-identified supplier**

Coastal Action  
45 School Street, Mahone Bay, NS, B0J 2E0

**10. Suppliers' right to submit a statement of capabilities**

Suppliers who consider themselves fully qualified and available to provide the goods, services or construction services described in the ACAN may submit a statement of capabilities in writing to the contact person identified in this notice on or before the closing date of this notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

**11. Closing date for a submission of a statement of capabilities**

The closing date and time for accepting statements of capabilities is July 2 at 2:00 PM Eastern Standard Time.

**12. Inquiries and submission of statements of capabilities**

Inquiries and statements of capabilities are to be directed to:

Karen Dolan

Contracting Authority  
Telephone: 782-377-7245  
Email: [DFO.Tenders-Soumissions.MPO@dfo-mpo.gc.ca](mailto:DFO.Tenders-Soumissions.MPO@dfo-mpo.gc.ca)