

April 21, 2003

**REQUEST FOR PROPOSALS
Bay-Delta Science Consortium
Science Support Funds**

You are invited to submit a proposal in accordance with the attached Statement of Work for small grant activities, under the aegis of the Bay-Delta Science Consortium, that promote collaborative scientific endeavors pertaining to CALFED's needs within the Bay-Delta watershed.

The Association of Bay Area Governments (ABAG) and the San Francisco Estuary Project (SFEP) provide fiscal, contract management and administrative services to the CALFED Bay-Delta Program. Any grant award resulting from this solicitation will be negotiated as a contract with ABAG/SFEP and administered by ABAG. The CALFED Science Program has approximately \$200,000 available in 2003 to support small grant activities. The funding level for each proposal will not exceed \$25,000. Hereinafter these funds are referred to as "science support funds."

I. Background

The SFEP was created in 1987 under the Clean Water Act's National Estuary Program. It is a cooperative effort to promote effective management of the Bay-Delta Estuary and to restore and maintain its water quality and natural resources. Representatives from the public, all levels of government, and elected officials from all twelve Bay-Delta counties, are working together to implement the Comprehensive Conservation and Management Plan. The plan recommends specific corrective actions, monitoring programs and research goals aimed at resolving the Estuary's most critical problems. ABAG serves as the fiscal agent for the Estuary Project.

CALFED refers to the consortium of state and federal agencies described by Water Code Section 78501, also those additional agencies described in the CALFED Programmatic Record of Decision dated August 28, 2000, that will participate in implementing the CALFED programmatic plan. The mission of the CALFED Bay-Delta Program is to develop and implement a long-term comprehensive plan that will restore ecological health and improve water management for beneficial uses of the Bay-Delta system. The Estuary Project's ecosystem goals and science needs overlap and are compatible with CALFED's goals. Under contract to CALFED the SFEP/ABAG provide institutional support for multi-agency planning, environmental and scientific projects in within CALFED's solution area.

The Bay-Delta Science Consortium (hereinafter referred to as the Consortium) consists of a group of government agencies, universities, and private agencies that are currently conducting monitoring, research and outreach activities relevant to the health of the San Francisco Bay-Sacramento/San Joaquin Delta (Bay-Delta). The "Memorandum of Understanding" that formalizes the Consortium states its purpose is the collaboration and cooperation of the participants in pursuit of Bay-Delta scientific research.

II. Services Required

Any institution interested in science support funds must submit an application through ABAG/SFEP by the specified date. All applications for funding must follow the format described below. Applications will be screened for completeness and format adherence. Incomplete applications will be returned for revision.

Projects appropriate for science support funds and certain conditions are described in the attached Statement of Work. Contractor will coordinate with SFEP, ABAG, Consortium Panel Coordinator, and appropriate CALFED Science Program staff.

III. Scope of Work and Time Frame

Grants would be for a 12 month period but contracts may be extended depending on funding. Refer to attached Statement of Work for detailed elements.

IV. Compensation

Up to \$ 25,000 per grant is available this fiscal year for the contracts. The Contractor must be an independent, self-employed contractor. No benefits are provided. Contractor is responsible for payment of applicable state and federal taxes.

V. Selection Procedure

Proposals will be reviewed by a selection panel composed of Consortium Coordinating Committee members and the ABAG/SFEP project manager. This panel will have a minimum of three Consortium Committee members with an elected Chairperson to act as Coordinator of the proposal evaluation process. When necessary, the panel will obtain outside technical reviewers who have expertise, training, or experience with the proposal subject matter. Interdisciplinary and single-discipline proposals will be considered, but they must all include substantial, significant, and necessary elements of collaboration.

The selection panel will use numerical ratings from 1 (Poor) to 5 (Excellent) using the following criteria:

- Is the project sufficiently collaborative?
- Is the idea timely and important?
- Is the approach feasible?
- Are results likely to add to the base of knowledge and/or accomplishment or one or more CALFED goals (either in the long-term or the short-term?)
- What is the likelihood of success?
- Are products of value likely from the project?
- Is the scale of the proposal right for CALFED and within grasp of authors?
- What is the track record of authors in terms of past productivity and responsiveness, particularly in past CALFED work?

No proposals that have previously been submitted to any CALFED program will be accepted. Such proposals should be resubmitted, if desired, through the appropriate CALFED program

The Selection Panel will also consider the following:

1) Relevant Qualifications and Experience - The applicant will be evaluated based on the level of senior scientific research experience in the Bay area; similar experience in developing responsive relevant research studies; knowledge of the Bay-Delta ecosystem; demonstrated interest and experience in the business and administrative aspects of science management.

2) Education and Professional Background- Academic credentials and professional associations sufficient to support a senior scientific research expertise.

3) Proposal - The Contractor will be evaluated based on the adequacy of the submittal to respond to the goals and objectives of this Request for Proposal (RFP). Proposals must respond to all the requirements of the RFP, and must include all information specifically required in all sections of the RFP.

The Panel Coordinator's responsibility is to summarize the conclusions from the reviews and make funding recommendations to the Consortium Coordinating Committee

The charge to each Selection Panel member is to assure the unbiased nature of the selection process and the validity of the conclusion that the project is appropriate for CALFED. It is also important to note that proposals submitted to or solicited for science support funds may contain less detailed information about why the project is of relevance to CALFED goals than open PSPs

VI. Contract Award

Contract award shall be made to the responsible applicants whose proposals are most advantageous to ABAG/ SFEP, the Consortium and CALFED, evaluation factors, costs, and other factors, considered. Our objective is to obtain the highest qualified applicants to achieve the objectives within a realistic time frame and reasonable cost.

Qualifications and experience as a whole are more important than cost. Award of contract may not be made to any applicant unless an agreement can be secured for all general and special contract provisions.

This RFP does not commit ABAG to award a contract. We reserve the right to reject any or all proposals received in response to this request. Applicants are informed that the award of any contract as the result of this solicitation is contingent upon the availability of funds.

Applicants will normally be notified of funding decisions within 90 days of a completed application. Funding decisions for each application will also be posted on the Consortium, CALFED and ABAG web pages.

VII. Applications

We invite individuals and organizations to work with us. The contracts funded by this RFP are expected to start Summer-Fall 2003.

VIII. What to Submit

To provide an objective, fair review of all proposals, the submittals are limited to 3 pages in length, not including title page, budget, figures, tables, and references. All text must be single-spaced 12-point font. All pages must have at least 1-inch (2.54-cm) margins. All applications must be submitted in hard copy and as an electronic MS Word, WordPerfect, PDF or HTML document.

All proposals must include only the following information:

- 1) Title page (title, applicant names, affiliations and contact information)
- 2) Issue statement
- 3) Method or approach to addressing the issue, highlighting improved collaboration
- 4) Relevance to the CALFED Bay-Delta Programs
- 5) Products or outcomes
- 6) Timeline
- 7) Budget
- 8) Results from previous funding, if applicable
- 9) Qualifications and brief history of accomplishments of investigators
- 10) References

Proposals are due in the Estuary Project offices no later than July 21, 2003 at the close of business, 5: 00 P.M. Questions may be directed to Marcia Brockbank at (510) 622-2325; fax (510) 622-2501; e-mail mlb@rb2.swrcb.ca.gov.

IX. Where to Submit Application

Mailed or hand delivered hard copy should be sent to:

Marcia Brockbank
San Francisco Estuary Project
1515 Clay Street, Suite 1400
Oakland, CA 94612-1413

Electronic copy must be sent to mlb@rb2.swrcb.ca.gov

(Receipt in our office must be by the deadline stated regardless of postmark.)

Statement of Work

Activities Appropriate for Science Support Funds

The Consortium has developed a small grant program that funds projects that result in new partnerships for science, and broaden the expertise involved in scientific investigations within the San Francisco Estuary and associated watersheds. The hallmark characteristic of such projects to receive science support funds will be collaboration among scientists from independent organizations, particularly when such relationships are new. Collaborative proposals will include some or all of the following elements and innovative elements not included in this list are encouraged:

- matching funds
- investigators from multiple institutions
- multi-disciplinary scope
- potential for multi-year collaborative (i.e. collaborative relationship that could continue beyond the time frame of the proposal)
- integrative analysis (i.e. analysis that will seek to identify and quantify relationships among the data collected in various disciplines, rather than separate analyses by discipline)
- seed or pilot project

In addition to the collaborative element, projects will be ranked according to the (1) the quality of the science proposed, and (2) relation to CALFED priorities as defined in CALFED's 2002 Proposal Solicitation Process (PSP) and Directed Action Program (<http://calfed.water.ca.gov>).

The focus of scientific investigations eligible for science support funds includes original research and monitoring in the natural sciences (with a long-term goal of expanding to include the social sciences and scientific/managerial collaborations). Specifically, science support funds will be available to Consortium members for the following activities:

- (1) Workshops promoting new opportunities for collaborative scientific endeavors which are either geographic (i.e., Suisun Bay, wetlands, floodplains, etc.) or topical (i.e., climate change, introduced species, contaminants, etc.) in nature.
- (2) Development of publishable written products (e.g., synthesis of datasets, symposium proceedings, or synthesis monographs) communicating scientific information.
- (3) Development of proposals for scientific studies involving graduate students, post-doctoral researchers and collaboration among Consortium members and, as appropriate, outside partners.

Operating Principles

Funds allocated through the Consortium must address issues relevant to the interests and concerns of the CALFED Bay-Delta Programs.

- Funded projects must include at least one Consortium member working in collaboration with other organizations, whether Consortium members or not. Additionally, a Consortium member should be the grantee and should be materially involved in the project, but does not have to provide the project's principal investigator.
- The Consortium Coordinating Committee shall provide direction at least annually on the general allocation of science support funds among appropriate activities and any priorities issues within activities.