



TOWN OF VASSALBORO MAINE

P.O. BOX 129
NORTH VASSALBORO, MAINE 04962
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Request for Proposal for River Herring (Alewife) Harvesting Services Town of Vassalboro

The Vassalboro Board of Selectmen is accepting proposals from an experienced River Herring (Alewife) Harvester who may wish to contract with the Town of Vassalboro for the harvest rights to the alewife returning to Webber Pond for a five-year period (April 2018 – June 2022).

The Town of Vassalboro is located approximately 15 miles northeast of the State Capital of Augusta, Maine with an estimated population count of 4,352.

Regulations for the taking of alewives shall be as follows and are subject to change based on management objectives, actions by the Atlantic State Marine Fisheries Commission, the Department of Marine Resources, and the Town of Vassalboro:

- The alewife harvest occurs in the existing fish passage/harvesting facility designed for this purpose on Seven Mile Stream at the entrance to Webber Pond.
- The maximum mesh size of wire, twine, or other material used in the fish way exit flume shall not exceed one inch by one inch (1" x 1").
- The harvester and any aides will possess a valid Pelagic License through the Maine Department of Marine Resources (DMR).
- There will be no minimum escapement of river herring required prior to opening the fishery to harvest.
- There shall be a continuous 72-hour weekly closed period on alewives – exact days of the week to be determined at the convenience of the harvester and by approval of DMR. Continuous escapement of river herring shall occur throughout the run. Maine DMR personnel will oversee the harvest and escapement of river herring during open season, and DMR will supervise escapement during the 72-hour closed period season. An individual designated as the escapement counter will be employed by the Town of Vassalboro to assist the DMR with escapement numbers to aid the DMR with statistics about the sustainability of this run. Because the escapement counter is vital to the longevity of the alewife fishery at Webber Pond, the harvester is asked to evenly split the annual cost of the escapement counter's labor. The total anticipated labor fee for the escapement counter for 2018 is \$1,200.00 and is subject to change annually.
- An accurate daily count of the crates of alewife harvested must be recorded and submitted to the Town daily via email during each harvest season.

- The Harvester will be required to look for and clear downstream debris to allow free passage of the alewife to the harvest site to ensure a prosperous season for all parties.
- Migratory fish such as American eel, salmon, shad, brook trout, sea lamprey, and brown trout that enter the trap shall be allowed to pass upstream. All other species will be returned to the stream below the fish way. Invasive species such as pike, white catfish and European carp will be removed from the fish way and retained for inspection by DMR personnel.
- Fishing operations shall cease and all fishing gear obstructing the passage of fish shall be removed from the fishing waters not later than June 5, unless an extension of the harvest season is obtained by the Town in writing from DMR.
- The weekly and total landings in pounds or bushels and the unit of sale (i.e.: crate, tote, etc.) and value of the catch shall be made available to the Maine DMR and/or National Marine Fisheries Service on request by these agencies.
- The Maine DMR reserves the right to close or modify the fishery if escapement needs are not achieved during the run.
- The designated harvester will be required by Maine DMR and the Town to participate in the alewife scale collection program, with timely submission of the scales to DMR to determine and substantiate the sustainability of the run as required by the Atlantic States Marine Fisheries Commission.

ADDITIONAL REGULATIONS FOR STREAMS WITH ATLANTIC SALMON RUNS:

- The entrance to the dipping pen or trap shall be covered by bars, slats, or spacers with a maximum width of two inches (2") between said bars, slats or spacers.
- Dipping of alewives shall be confined to the dipping pen or trap.

CONTRACT PROVISIONS:

1. This contract will be dependent on the Department of Marine Resources (DMR) giving the Town permission to harvest alewives. The contractor will acknowledge annually that he is able to comply with the harvesting plan and net-opening size requirements described in the model alewife ordinance that is required to be approved by DMR before each harvest season. All State laws and rules concerning river herring (alewife) harvesting are to be followed.
2. The rate of payment to the Town of Vassalboro for alewives harvested in Vassalboro will be a portion or percentage of the selling price (but not less than 33%), as offered by the bidder and acceptance of the bidder's offer by the Vassalboro Board of Selectmen. The Harvester is responsible to establish a customer sales market for his daily catch. Sale price for alewives is to be determined by the Harvester at the time of sale, based on what the current market price will allow and is determined by the Harvester to be the most financially beneficial to the Harvester and the Town.
3. Payment to the Town of Vassalboro for the weekly catch shall be filed at the Vassalboro Town Office before 4 pm of each Monday following the previous week of harvest. Included with the payment, the Harvester shall provide the Town with copies of sequentially

numerically ordered sales slips for **all** of the bushels or crates of alewives harvested in Vassalboro and sold to the Harvester's customer base. Each slip should show the date of the transaction, the buyer's name and address, the total number of bushels (or crates) sold to that buyer, and the sale price.

4. This is a five (5) season contract beginning April 1, 2018 and ending after the 2022 alewife harvest season, and is subject to renewal if agreed upon by both parties. Failure to meet the terms of this contract agreement and the fishing regulations listed above shall be considered a breach of contract, and subject to contract cancellation.

INDEPENDENT CONTRACTOR

These duties named above shall be performed as an independent contractor providing his/her own equipment and transportation, and not as an employee of the Town of Vassalboro.

The successful contractor must provide proof of liability insurance (min \$400,000/\$800,000 naming the town as additional named insured) upon receipt of bid award, plus proof of worker's compensation insurance (if applicable). The insurance coverage must be in effect for the duration of the contract. The contractor will be required to file with the State for a determination of independent contractor status if they plan to work alone without employees and do not carry Worker's Compensation Insurance. A form for this filing will be provided by the Town Office after award of the contract if the contractor has not already filed the form. The contractor will provide names and telephone numbers of three business references with bid submission.

Any proposal submitted pursuant to this request shall be in writing. All proposals shall be addressed to:

Attn: Mary Sabins, Town Manager
Vassalboro Town Office
PO Box 129
N. Vassalboro, Maine 04962

Proposals including a list of alewife harvesting experience, and three business references with contact number, must be submitted to the Vassalboro Town Office, PO Box 129, 682 Main Street, N. Vassalboro, ME 04962 by 11:00 a.m. on Friday, March 2, 2018, at which time the proposals will be opened and read publicly. The award of the proposal will be made by the Board of Selectmen at a later time, yet to be determined. The Selectmen reserve the right to accept or reject any and all proposals. The Selectmen also reserve their option to negotiate a contract renewal.

For any further information regarding this request for proposal, please contact Mary Sabins, Vassalboro Town Manager, at 872-2826 during normal business hours.

**Request for Proposal for River Herring (Alewife) Harvesting Services
Vassalboro, Maine**

Company Name: _____
Harvester's Name: _____
Company Address: _____

Contact Person (if different from Harvester): _____
Title: _____
Telephone: _____

I have read the "Request for Proposal for River Herring (Alewife) Harvesting Services" specifications and my company submits the following proposal to split the sales revenue:

- My company employs _____ people.
- My company has _____ years of experience in harvesting alewife.
- Complete one: I already have _____ I will have _____ a customer base established to sell the alewives to on the day of harvest.
- Attach separate sheet with three business or municipal references and contact information.

If my company is selected as the winning bidder, we can provide River Herring (alewife) Harvesting Service beginning on or about April 1, 2018. My company can provide written proof of liability and worker's compensation insurance (if applicable) to the Town before the start of work.

I agree to provide the work as specified with the following modifications:

Date: _____

Signed: _____

Printed name: _____

Title: _____

Proposals must be submitted on this bid form along with three business references with contact numbers. **Please return proposals to the Vassalboro Town Office in an envelope marked "Alewife Harvest Proposal" by Friday, March 2nd at 11:00 a.m.**, when proposals will be opened and read publicly. The winning proposal will be awarded at a later time after evaluation of all proposals received. The mailing address for the Town Office is: Attn: Mary Sabins, Town Manager, Vassalboro Town Office, PO Box 129, No. Vassalboro, ME 04962. The physical address to drop off a proposal is 682 Main Street, North Vassalboro across the street from the North Vassalboro Fire Station.