



**OYSTER RECOVERY
PARTNERSHIP®**
— ORP —

Oyster Recovery Partnership

Request for Qualifications

Public Fishery Seed & Substrate Transport and Planting

Issue Date: February 21, 2025

Response Due Date: March 21, 2025

Submit response to:

Jen Walters

Oyster Recovery Partnership

1805 A Virginia Street, Annapolis, MD 21401

jwalters@oysterrecovery.org

410-990-4970 ext.1019



Oyster Recovery Partnership
1805 A Virginia Street
Annapolis, MD 21403

The Oyster Recovery Partnership (ORP) is seeking applicants to provide qualified vessels, captains, and crew to support the transport and planting of wild oyster seed (pending seed is available) and aged Eastern oyster shell or a material approved by DNR and permitted by the US Army Corps of Engineers and Maryland Department of Environment onto selected public commercial harvest areas.

Each year, ORP conducts a request for a bid to identify and contract qualified vessel owners and vessels to support annual fishery replenishment planting operations. We are separating the process into two steps to streamline procurement of qualified vessels.

Step 1. Request for Qualifications (this document) – Vessel owners submit required qualification to be considered eligible for 2025 seed and substrate planting operations.

Step 2. Request for Bid – Vessels determined to meet the requirements may be requested to provide bids for planting seed or substrate on harvest reefs in Maryland waters.

The following Request for Qualifications outlines the minimum requirements for qualified candidates. Eligible candidates are welcome to apply and submit supporting documentation by **Friday, March 21st at 5pm. Applications missing any required components will be disqualified. All vessel requirements must be met by the time of application submission.**

Once selected, qualified candidates may be asked to submit a reasonable bid price for transporting and planting seed or substrate. DNR publishes capped rates for conducting this work annually on their website (https://dnr.maryland.gov/fisheries/pages/pub_notices.aspx). Any bid must always be within the published rates.

A virtual interest meeting will be held on **Wednesday, February 26 at 5pm** for eligible participants to ask questions about the process and requirements. Please access the meeting at the following link:

<https://us02web.zoom.us/j/84742640819?pwd=LhmL0SGIADeafLo4SaNTXAD6K69lhx.1>.

Thank you for your interest and support.

Jen Walters

Oyster Industry Program Manager

jwalters@oysterrecovery.org

410-990-4970 ext.1019

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Request for Qualifications

Public Fishery Wild Seed & Substrate Transport & Planting

1.0 OVERVIEW

The Oyster Recovery Partnership (ORP) is seeking applicants to provide qualified vessels, captains, and crew to support the transport and planting of Wild Oyster Seed (pending seed is available) and aged Eastern oyster shell or a material approved by DNR and permitted by the US Army Corps of Engineers and Maryland Department of Environment onto selected public commercial harvest areas. *Reference to “shell” or “substrate” throughout the remainder of this RFQ, is in reference to “aged Eastern oyster shell” or a material approved by DNR and permitted by the US Army Corps of Engineers and Maryland Department of Environment (Attachment 4).*

Plantings will occur throughout the Maryland portion of the Chesapeake Bay on oyster bars designated by the Maryland Department of Natural Resources (MDNR). General regions and estimated ranges for hauling are provided in Section 2.0 of this RFQ. The goal of this activity is to enhance the oyster population and amount of substrate on natural oyster bars where harvesting has occurred over the last several years.

This work is funded by the Maryland Department of Natural Resources (DNR) and will be implemented by ORP in accordance with its memorandum of understanding (MOU) with DNR.

2.0 SERVICES REQUESTED

ORP is seeking qualified captains and vessels to perform the tasks outlined below. ORP anticipates selecting multiple qualified vessels to complete work in 2025 to ensure planting goals are met and can be done in a timely manner.

Interested vendors may offer more than one vessel. One or more contracts may be awarded to complete plantings in each region and a vessel may be contracted to support more than one region. Best efforts will be made to assign trips equally; however, there is no guarantee vessels will receive an equal number of trips per vessel (workdays). Contracted vessels may also be selected for work only in a specific region; vessels will be chosen based upon readiness and load volumes, as indicated by the minimum carrying capacity stated on the application. Maximum load volume is not guaranteed. In some instances, such as shallow water operations, vessels may be guided to take a lesser load. ORP makes no commitment to procure any specific minimum quantity of work from the contracted vessels.

2.1 VESSEL TECHNICAL AND OPERATIONAL FUNCTIONS

Loading – Vessels must be capable of being loaded with substrate and/or wild oyster seed (pending seed is available) from multiple locations including the Northern Neck District of VA and Eastern and Western Shore locations throughout Maryland. Vessels must be capable of transporting substrate and seed from one or more locations to designated Maryland tributaries and bays, and planting on oyster bars designated by the MDNR.

Vessels will be loaded by a conveyor along a bulkhead, approximately 100 ft in length. Vessels must be capable of navigating within tight quarters. Vessels must have the ability to maneuver fore and aft while loading.

Captains are responsible for confirming the accuracy of substrate load totals and counts with

suppliers prior to departure. All tally sheets provided by the supplier must be signed by vessel captains, affirming accuracy, and submitted to ORP to be paid. Failure to do so may result in loss of compensation. DNR and ORP staff may conduct verification of substrate and/or wild seed loading amounts.

Transport – Vessels should be prepared to transport and plant substrate or seed to pre-determined oyster bars located within the following broad regions listed below. Finalized planting locations will be established in coordination with the county oyster committees and DNR, once county requests have been received. The estimated distances for transport could range from 10 to over 70 nautical miles depending upon the proximity of oyster bars to a specific loading facility.

- Potomac, Patuxent, & St. Mary's River
- Tangier Sound to Honga River
- Choptank River Complex
- Eastern Bay
- Upper Bay

Planting – Vessels will not load in excess of their max capacity provided on this application. Vessels will be loaded with shell or wild seed to the equivalent of the closest bucket load amount, not to exceed their stated capacity, unless otherwise directed by the Project Manager from ORP. **Vessel captains will be given planting locations in advance, but it is the responsibility of the vessel captain to confirm receipt of planting GPS coordinates and load amounts prior to departure to the destination site.** Selected vessels will be responsible for coordinating with the ORP Project Manager and a representative from the county, where the planting is occurring, to **ensure that the destination area has been marked by buoys and someone will be onsite to sign for delivery.**

Selected vessel captains will be responsible for notifying the local contact (to be provided by ORP) of their estimated arrival time shortly after leaving the dock, ensuring someone will be on-site to accept the substrate/seed delivery, confirm the volume delivered, and sign a receipt for the load. Selected vessels will be responsible for planting the seed/substrate within the DNR approved coordinates provided to them by ORP. Selected vessels will be responsible for contacting ORP immediately if there are any discrepancies or doubt that the location marked for planting does not align with the coordinates provided by ORP or DNR. **Should a dispute occur, and no receipt is available or if the planting occurs in a location that was not approved by DNR, then the contractor may not be compensated for the delivery.**

Vessels and crew must be capable of planting wild seed or substrate on designated oyster bars by washing material from the vessel deck using a low-pressure hydraulic hose. Vessels and crew must have experience and be capable of planting material as evenly as possible on designated oyster bars without damaging the seed/substrate.

Documenting Planting Operations – All plantings will be documented and monitored to ensure product is planted on the correct site(s) and for quality control. Plantings will be documented and monitored by a GPS tracking unit(s). **GPS tracking units are required to be on the vessel, functioning properly, and turned on during all planting operations.** Planting coordinates will be provided by the ORP Project Manager ahead of the planting and should be entered within the vessel GPS unit as waypoints to ensure the vessel planting track is maintained within the boundary of the provided coordinates. Vessel captains must have the ability to receive and

communicate GPS coordinates in degrees/decimal minutes format.

Planting vessel captains or their mate will be responsible for taking two pictures (1. A picture of the product being hauled and planted on the deck and 2. A picture of the county representative on-site, witnessing the planting activity) to document the planting and send them to the ORP Project Manager. Pictures should be taken as clearly as possible.

2.2 PLANTING SCHEDULE

Commencement of work –

Wild Seed Planting: Should wild seed become available; the start of wild seed planting is dependent upon ORP receiving a seed import permit from DNR. All potential vessels should be **ready to start work in early-mid April**, however, due to the variables involved with the importation of wild seed (permits, weather, water temp, availability, etc.), ***the actual start date could be sooner or later than this timeframe. There is no guarantee there will be seed, that work will start on April 1st, or that all selected vessels will start concurrently.***

Substrate Planting: Shell or other DNR approved substrate plantings will typically commence once all wild seed planting has been completed. If there is no wild seed, shell planting will NOT commence until at least May 1st or potentially later to target natural spat set or as requested by the individual County Oyster Committee and approved by DNR. **There is no guarantee that work will start on May 1st or that selected vessels will start concurrently.**

Operations schedule – Vessels will be notified of the upcoming week’s planting schedule during the prior week. Vessels will be expected to be on call throughout the planting season and will NOT be able to dictate available days or weeks. Best efforts will be made to accommodate contracted vessels’ availability. **Vessels should anticipate operating up to 5-6 days a week, beginning as early as April and extending through June at the latest.**

The purchase and transport of wild seed is dependent on the daily harvest amounts. Because of this, there is no guarantee of trip loads amounts or frequency of trips. Typical load amounts will range from 500 – 1,000 bushels but could be greater. The frequency of trips will vary depending on harvest but selected vessels can expect multiple trips per week.

We anticipate planting approximately 100,000 or greater bushels of shell. The duration of the planting season is dependent on the number of vessels contracted and the corresponding load capacities per vessel, however vessels can expect to load shell 5 to 6 days a week from early to mid-May through at least the end of the month.

Planting operations will commence during daylight hours only; however, it may be necessary for transport to occur between sunset and sunrise. Vessel loading will be staggered to accommodate loading multiple vessels with product in the same day. Vessels should be prepared to be on site and loaded beginning at 6AM unless otherwise scheduled by ORP.

3.0 QUALIFICATIONS AND REQUIREMENTS

3.1 ELIGIBILITY

This opportunity is open to all applicants that meet the participation requirements. Should more vessels apply than are needed, preference will be given to those who hold a Maryland commercial fishing authorization. Submission of an application does not guarantee applicant will be selected.

Vessel captains and owners MUST meet the following requirements to be eligible

- Commercial or aquaculture privileges must not currently be suspended or revoked.
- Must not have any of the following violations starting in January 1, 2020 to present.
 - a. One (1) violation pertaining to working over an oyster line by more than 150 feet, a time violation for taking oysters more than 2 hours after sunset, and any time before sunrise, or a cull violation of more than 15% while harvesting oysters, exceeding a catch limit, or operating without a required DNR or MDH license or certification.
 - b. Two (2) violations pertaining to: working over an oyster line by less than 150 feet, or a cull violation of 10% to 15% while harvesting oysters.
 - c. Have 10 or more points on their commercial license through the DNR commercial penalty point system.
 - d. Received four (4) or more PBJs pertaining to any seafood harvesting violations.

Pending violations need to be satisfied with a not-guilty verdict or PBJ before you will be considered for participation. These violation criteria are consistent with those established by DNR for eligibility to participate in any commercial industry advisory commission or committee.

Vessel captains must agree to undergo a drug test to participate. Once you receive the contract, you may be directed to go and have a drug test completed at an approved laboratory. You must pass the test prior to commencing work. If you have an active Coast Guard Captain's license and are enrolled in a random drug program, then you may submit your Coast Guard license and results from recent drug tests.

Applicants must agree to and comply with the policies and requirements included in ORP's General Services Agreement, and DNR's General Conditions for MOU, which both can be found on the ORP website, posted alongside this RFQ (<https://www.oysterrecovery.org/were-hiring-watermen/were-hiring-watermen>).

3.2 REQUIRED QUALIFICATIONS

All contracted captains should have at least 2 years of documented experience loading shell, wild seed, spat-on-shell, or aggregate material from a pier or bulkhead using similar approaches outlined in Section 2.1. Experience should also include deploying this material onto bottom habitats using planting approaches outlined in Section 2.1. Vessel captains are responsible for ensuring any hired crew are experienced and capable of performing planting activities as outlined in Section 2.1.

3.3 VESSEL REQUIREMENTS

Vessels must meet all of the following specifications **at a minimum** to be considered.

Vessel Operations –

- Vessels must have the ability to operate in shoal water - no less than eight (8) feet.
 - There may be instances that require shallow water plantings in which vessels will need to be able to operate in depths as low as four (4) feet of water. Qualified vessels with this capability will be selected to conduct these trips for navigational safety.

- Vessels will be loaded by conveyor or crane; vessels must have the ability to maneuver fore and aft while loading.
- Vessels must be able to safely operate in a confined/restricted area.
- Vessels must be able to load a minimum of 1,000 bushels (or the weight equivalent of alternate substrate). Supplier may limit load quantity for safety purposes. Project Manager may also limit load quantity in instances required for shallow water operations to avoid navigational depth hazards.
- Sturdy three (3) sided box **with doors** or other removable structure at the base of the boxes to prevent cargo from spilling overboard during transit. All sides must be of equal height. The height, length, and width of this cargo space are up to the discretion of the vessel captain.
- Vessels must have a hose and water to float substrate and seed from the vessel deck onto oyster bar planting locations without damaging the seed/substrate. Seed and substrate must be planted as evenly as possible to avoid planting in piles.
- All vessels participating in the programs will be required to have a GPS tracking device to track the transportation of substrate and seed and record where plantings occur. GPS units must always be turned on. A GPS tracking device will be issued by ORP for the duration of the substrate and seed plantings and will be returned when requested at any point during the program. Vessels (captains) must have the ability to receive and communicate GPS coordinates in degrees/decimal minutes format. If GPS tracks are not provided for each trip, the contractor may not be compensated for the delivery.
- For safety considerations, all vessels participating in the program shall have at minimum a vessel captain and a crew member onboard during operations.

Vessel Seaworthiness and Safety Compliance –

- **Valid Condition and Valuation Marine Survey-** Vessels must pass inspection by a marine surveyor within 36 months of application submission date. Proof of inspection and proof that all issues found by the surveyor have been resolved must be submitted with application.
- **Valid U.S. Coast Guard safety certification** – Vessels must pass USCG safety inspection conducted by a Coast Guard agent for the current year. Proof of inspection must be submitted with application.

3.4 INSURANCE AND LIABILITY REQUIREMENTS

Insurance – Vessels are required to maintain the following minimum insurance requirements.

A Certificate of Insurance (ACORD) should be obtained and provided with the application. Please refer to the attached example ACORD for minimum insurance requirements (Attachment 3).

- Commercial Liability Insurance (for Marine Operations) with minimum limits of **at least \$500,000 per occurrence; \$1,000,000 aggregate**
- Hull/Protection & Indemnity:
 - Hull coverage is recommended at replacement cost value; ORP will not be liable for damage to a vessel
 - Protection & Indemnity: \$1,000,000 minimum limit; crew coverage must be included up to and including the maximum number of crew aboard the vessel at any one time
- Cargo Insurance: Please refer to the following rates to determine your required minimum per

occurrence coverage based on the materials you wish to transport and plant. Your required coverage should match your maximum capacity submitted with your application:

- Wild seed - \$13.50/bushel x maximum capacity of your vessel
- Aged Shell - \$6.50/bushel x maximum capacity of your vessel
- Alternate Substrate - \$2.00/bushel x maximum capacity of your vessel*
 - This policy may need to be increased to cover additional material costs
- Pollution: \$1,000,000 per occurrence/\$1,000,000 aggregate minimum limits
- Workers Compensation Policy: As required by Federal, State and Maritime laws; \$500,000/\$500,000/\$500,000 minimum limits: USL&H is included
- Automobile (Applicable if any vehicles are brought onto ORP's owned or contracted premises): \$1,000,000 Combined Single Limit
- Bumpershoot:
 - \$1,000,000 per occurrence/\$1,000,000 aggregate
 - Underlying insurance shall include Marine Liability, Protection & Indemnity, Automobile Liability, Workers Compensation (including USL&H) as applicable
- ORP will be listed as Additional Insured on all applicable policies
- Waiver of Subrogation in favor of ORP must be included on all applicable policies
- Coverage provided must be primary & non-contributory

Contingency Plan – Applicants must provide a contingency plan. Contractors are required to provide a contingency plan should your vessel incur mechanical issues during transport, i.e. dual engines, tow, etc. Be sure to address how you will ensure that the product is removed from the vessel and/or arrives at the correct planting location should equipment become inoperable prior to or during deployment. Please also provide a contingency plan in the event the vessel is inoperable or unable to complete the remainder of the planting season.

Liability – Vessel captain must **immediately** contact ORP if any issues arise including instances prohibiting the ability to plant in the intended location.

3.5 VESSEL ACCESS AND INSPECTION REQUIREMENTS

Vessels meeting all of the above requirements in Sections 3.1 to 3.4 may be subject to additional inspections and/or a sea trial if necessary. Applicants may be subject to and must agree to all of the following:

- Allow DNR, NRP, and/or ORP to board the vessel at any time to verify that vessel meets specifications and safety requirements.
- A third-party inspection if requested. Example inspection criteria can be found in Attachment 2.

4.0 REQUEST FOR QUALIFICATIONS

Request for Qualifications Released: **February 21, 2025**

Deadline: March 21, 2025

4.1 INQUIRIES

All inquiries related to this RFQ are to be directed to Jen Walters, Oyster Industry Program Manager at jwalters@oysterrecovery.org or 410-990-4970 ext.1019.

4.2 CLOSING DATE AND SUBMISSION

The attached application and required supporting documentation must be submitted by 5pm on March 21, 2025. Responses must be submitted via email to Jen Walters at jwalters@oysterrecovery.org, OR faxed, mailed, or submitted in person to Jen Walters at the following address:

Jen Walters
Oyster Recovery Partnership
1805 A Virginia Street
Annapolis, MD 21401
Fax: 443-782-2275
Phone: 410-990-4970 ext.1019

4.3 LATE RESPONSES

Late responses will not be accepted and will not be opened. **All vessel requirements must be met by the time of application submission.**

4.4 REVIEW AND SELECTION

Applications will be reviewed by ORP in consultation with Maryland DNR. Reviewers will check responses for completeness. **Applications missing any required components will be disqualified. All vessel requirements must be met by the time of application submission.**

Submitted applications that meet the criteria may be followed up with a request for a meeting or inspection before final selection of qualified candidates. ORP and DNR reserve the right to inspect vessels, request additional documentation, and/or request a sea trial to ensure that all requirements specified in this RFQ are met.

The rates for payment of hauling and planting wild seed and shell are capped by the Maryland DNR in public notice annually. The updated rates are anticipated to be posted by March 2025 and can be found here: https://dnr.maryland.gov/fisheries/pages/pub_notices.aspx. The rates from the 2024 public notice, for reference, can be found here: https://dnr.maryland.gov/fisheries/Documents/Public_Notices/PN_PriceOysterShell_March_18_%202024.pdf. Once selected, qualified candidates may be asked to submit a reasonable price, within the capped rates, for hauling wild seed or shell up to approximately 70 nautical miles. Multiple vessels will be selected to conduct this work.

DNR works within Maryland State procurement law and policy, and therefore reserves the right to disqualify applications based on whether the business is not in “good standing” with the State, meaning there may be some outstanding legal or State compliance issue including taxes or other debts to the state. This RFQ is not a binding contract to purchase goods or services.

Application

2025 Public Fishery Seed & Substrate Transport and Planting

Complete the attached application form. **All fields are required to be completed.**

In addition to the application, please attach the following supporting documentation. **All vessel requirements must be met by the time of submission.**

1. Experience detail form (Attachment 1)
2. Resumes of vessel captain and crew
3. Copy of commercial fishing license for vessel owner and/or captain(s) (if applicable)
4. Copy of USCG license and any associated drug test results for captain(s) (if applicable)
5. Completed and certified Condition and Valuation Marine Survey (completed within 36 months of time of application), with proof that any issues have been resolved.
6. Documentation verifying vessel is current and compliant with U.S. Coast Guard safety examination – copy of updated vessel safety sticker with exam documentation
7. Proof of vessel insurance (ACORD, sample in Attachment 3)

If applying for multiple vessels, please submit a separate application and provide the required documentation for each vessel.

Each application submitted in response to this RFQ shall list any deviation(s), exception(s), or variation(s) to or from: the terms and conditions of this RFQ, the terms and conditions of any attachment(s) to this RFQ, the terms and conditions of any addendum to this RFQ, and the terms and conditions of any documents or agreements incorporated into this RFQ by reference. The section of an application containing any such deviation(s), exception(s), or variation(s) shall be clearly labeled “Exceptions to RFQ”. The failure of an applicant to note a deviation, make an exception, or list a variation to the terms and conditions of this RFQ, any attachment(s) or addenda to this RFQ, or the terms and conditions of any documents or agreements incorporated into this RFQ by reference shall be deemed an express waiver by that applicant of such deviation, exception, or variation.

Application Form
2025 Public Fishery Seed & Substrate Transport and Planting

Vessel Owner: _____ Date of Birth: _____

DNR ID (if applicable): _____

Primary Captain Name (if other than Vessel Owner): _____

Date of Birth: _____

DNR ID (if applicable): _____

Secondary Captain Name (if applicable): _____

Date of Birth: _____

DNR ID (if applicable): _____

Owner Contact Information

Street: _____

City: _____ State: _____ Zip Code: _____

Telephone (cell): _____ Telephone (home): _____

Email: _____

Home Port: _____ Resident County: _____

Vessel Information

Vessel Name: _____ Vessel Capacity (bushels): _____

Vessel Length: _____ Propulsion (Engines): 1 2

Vessel Draft (Loaded): _____ Vessel Draft (Unloaded): _____

Vessel Speed (Loaded): _____

Please indicate the material(s) you are interested in hauling (check prior to the name of the material) and the **minimum** bushel load you are willing to carry (in blank following the material name):

_____ Wild Seed _____ bushels

_____ Shell _____ bushels

_____ Alternate Materials (ex: crushed concrete): _____ tons

If you are interested in potentially hauling alternate materials (ex: crushed concrete), please indicate the maximum amount of weight in alternate substrate you are willing to carry depending on the travel distances listed below (Example: 1 bushel of eastern oyster shell is equivalent to ~ 64 pounds).

| Distance from Loading Site (NM) | Maximum Weight to Carry (specify unit – i.e. lbs, tons, etc.) |
|--|---|
| 10 – 20 (ex. Bevans to St. Mary's River) | |
| 21 – 40 | |
| 41 – 60 | |
| 61 – 70 | |
| >70 (ex. Bevans to Upper Bay) | |

Contingency Plan

Provide your contingency plan should the vessel/engine encounter mechanical issues during transport. Be sure to address how you will ensure that product is removed from the vessel and/or arrives at the correct planting location should equipment become inoperable prior to or during deployment. Please also provide a contingency plan in the event the vessel is inoperable or unable to complete the remainder of the planting season. Please provide a cover letter with additional details if more space is needed.

I hereby acknowledge that I have read and agree to all requirements outlined in this RFQ. I agree to allow DNR, NRP, and/or ORP to board my vessel at any time to verify that the vessel meets specifications and safety requirements outlined in Section 3.3. I also agree to a third-party inspection if necessary, and/or to conduct a sea trial at Horn Point or other location specified by ORP before requirements are satisfied, as described in Section 3.5.

I submit this application in acknowledgement that myself, crew, and vessel meet all the listed requirements, to the best of my knowledge. I agree that I have read and will comply with the policies and requirements outlined in the attached General Services Agreements.

Applicant Signature

Date

Applicant Name (Printed)

Attachment 1. Experience Detail Form

Provide details related to your experience for **at least two projects** requiring similar qualifications and operations described in Section 2.1. Resumes should also be provided to show experience and qualifications for the **prior two years at a minimum**. If additional clarification is needed to describe experiences, applicants should provide a separate cover letter.

Project 1

| | |
|---|--|
| Description of Project or Activity | |
| Captain Name | |
| Date(s) or Period of Project | |
| Client Name and Contact Information | |
| Material and Volume Loaded and Transported (e.g. total of 20k bushels of shell deployed at X location or X tons of stone transported to X) | |
| Deployment Method Used | |
| Approximate Number of Trips/Loads | |

Project 2

| | |
|---|--|
| Description of Project or Activity | |
| Captain Name | |
| Date(s) or Period of Project | |
| Client Name and Contact Information | |
| Material and Volume Loaded and Transported (e.g. total of 20k bushels of shell deployed at X location or X tons of stone transported to X) | |
| Deployment Method Used | |
| Approximate Number of Trips/Loads | |

Project 3

| | |
|--|--|
| Description of Project or Activity | |
| Captain Name | |
| Date(s) or Period of Project | |
| Client Name and Contact Information | |
| Material and Volume Loaded and Transported <i>(e.g. total of 20k bushels of shell deployed at X location or X tons of stone transported to X)</i> | |
| Deployment Method Used | |
| Approximate Number of Trips/Loads | |

Project 4

| | |
|--|--|
| Description of Project or Activity | |
| Captain Name | |
| Date(s) or Period of Project | |
| Client Name and Contact Information | |
| Material and Volume Loaded and Transported <i>(e.g. total of 20k bushels of shell deployed at X location or X tons of stone transported to X)</i> | |
| Deployment Method Used | |
| Approximate Number of Trips/Loads | |

Attachment 2. Example Vessel Inspection Criteria

Below is an example of vessel inspection criteria for vessels asked to complete an additional third-party inspection to confirm vessel safety and seaworthiness.

1. VESSEL SEAWORTHINESS AND FUNCTION

HULL

- Topside: General soundness.
- Transom: General soundness.
- Bottom: General soundness.
- Transverse structural/Bulkhead/Floors: General soundness.

RUNNING GEAR

- Rudders: Construction, general soundness.

DECKS

- General soundness, absence of hazards to crew.
- Deck Openings: Condition
 - Deck Hardware: Adequately sized and securely mounted.

CABINS AND SUPERSTRUCTURES

- Construction: General soundness, absence of hazard to crew.
- Hatches: Condition.

PILOTHOUSE

- General soundness, absence of hazard to crew, seating capacity
- Condition and general soundness of hatches

COCKPIT

- General soundness
- Seating capacity
- Sole & sole hatches: General soundness and condition

MACHINERY SPACE

- Location
- Type of fuel
- Oil pollution placard posted.
- Engine: Type
 - Engine mounting condition.
 - Drip pan and sea cocks
 - Required for gasoline engines: There is a backfire arrester; an oil pressure alarm; and a coolant
 - Over-temperature alarm.
 - Condition of wiring and plumbing
 - Exhaust system type, condition, compliance.

ELECTRICAL SYSTEM

DC Systems

- Main Battery Switch, condition, compliance.
- Batteries: Condition and compliance.
- Main circuit protection
- DC panel: Condition.
- Electrical wiring: Condition and compliance.
- Navigation lights
 - Steaming light
 - Stern lights
 - Anchor light
 - Deck lights
 - Search light

AC System – if present

- G.F.C.I. outlets in wet locations:
- Auxiliary Generator:
 - Seacock:
 - Fuel system:
 - Fuel lines: Condition and compliance.
 - Exhaust system Condition and compliance.
 - Clearances from hazards.
 - Electrical connections are enclosed:

HEAD – if present

- Condition and compliance of MSD system.

2. VESSEL NAVIGATION

HELM

- Main location and layout (check that operational):
 - Controls
 - Engine Instruments
 - Other equipment
- Secondary location and layout, if present (check that operational).
 - Controls
 - Engine Instruments
 - Other equipment

STEERING and TRIM CONTROL

- Steering Type and condition

3. VESSEL SAFETY

FIRE FIGHTING EQUIPMENT

- Portable extinguishers
 - There is access through a port to the engine by an upright handheld fire extinguisher, unless there is a built-in system.

GENERAL SAFETY/EMERGENCY GEAR

- Availability of gear, within expiration, and easily accessible:
 - Audible signal device
 - Whistle and bell
 - Personal Floatation Devices:
 - Ring buoys:
 - Horse shoe buoys:
 - Man overboard gear:
 - Safety harnesses:
 - Survival suits:
 - Life raft:
 - Emergency visual signaling:
 - Lifelines:
 - Stanchions:
 - Bow pulpit/Handrails:
 - Injury placard posted in highly visible location

4. ENVIRONMENTAL COMPLIANCE

FUEL TANKS and SYSTEM

- Type fuel:
- Tankage/fuel lines: Condition and compliance.
- Filtration and water separation: Arranged to prevent spillage of fuel into the bilges.

DE-WATERING SYSTEMS

- Bilges: Access, condition.
- Manual bilge pumps:
- Electric Bilge Pumps: Location, condition, ability to turn off power to pumps
- Assessment of bilge capability to not discharge while at HPL

VENTILATION and CLIMATE CONTROL

- Engine compartment ventilation for gasoline fuel: Condition and compliance
- Air quality monitoring
- CO detection:
- Propane and gasoline fume detection:
 - Smoke detector
- Assessment of ventilation intakes and proximity to fuel fill or fuel vent. Entry by exhaust fumes is minimized.

Attachment 3. Sample ACORD highlighting minimum insurance requirements



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
00/00/0000

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|---|--|----------------|
| PRODUCER (Insert Name & Address of Producing Agency) | CONTACT NAME: (Insert Agency Contact Name) | |
| | PHONE (A/C, No, Ext): (Insert Contact's Phone Number) | FAX (A/C, No): |
| | E-MAIL ADDRESS: (insert contact's email address) | |
| | INSURER(S) AFFORDING COVERAGE | NAIC # |
| INSURED (Insert Named Insured & Address) | INSURER A: (Insert carrier information accordingly) | |
| | INSURER B: (AM Best carrier rating must be A-VIII or better) | |
| | INSURER C: | |
| | INSURER D: | |
| | INSURER E: | |
| | INSURER F: | |

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|-----------|----------|------------------------|-------------------------|-------------------------|--|
| | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Marine Liability <input checked="" type="checkbox"/> Protection & Indemnity GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: | Y | Y | (Insert Policy Number) | 00/00/0000 | 00/00/0000 | EACH OCCURRENCE \$ 500,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Protection & Indem. \$ 500,000 |
| | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY | Y | Y | (Insert Policy Number) | 00/00/0000 | 00/00/0000 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| | <input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ As App. | Y | Y | (Insert Policy Number) | 00/00/0000 | 00/00/0000 | EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | (Insert Policy Number) | 00/00/0000 | 00/00/0000 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000 |
| | Cargo Pollution | Y | Y | (Insert Policy Number) | 00/00/0000 | 00/00/0000 | Replacement Cost Stated Value Pollution \$1,000,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Vessel Name: (Insert Name)
 Oyster Recovery Partnership, Inc., its directors, officers and/or assigns and subsidiaries are Named as additional insured with waiver of subrogation. Insured's insurance is primary and non-contributory. Insured holds the certificate holder and its directors, officers and/or assigns and subsidiaries harmless from any and all damages as a result of the insured's work. Insured will provide certificate holder with 30 days notice of cancellation.
 ****Workers Compensation coverage should include USL&H coverage; Protection & Indemnity shall include crew coverage

CERTIFICATE HOLDER

CANCELLATION

| | |
|--|--|
| Oyster Recovery Partnership, Inc. 1805 A Virginia Street Annapolis, MD 21401 | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE (Insert Signature of Authorized Carrier Representative) |
|--|--|

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ACORD 25 (2016/03)

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Attachment 4. List of Alternate Substrates Approved by DNR and Permitting Agencies

| MD DNR & Private Oyster Planting Projects with Substrate Materials as Approved By Permitting Agencies. 3/11/2024. P = permitted but not used. U = permitted and used. R = requested in permit application; under review. | | | | | | | | | | |
|---|--------------------------|--------------------|---------------------|-------------------|------------------------|---------------------------|---------------------|---|---|--|
| Substrate Type | Recent USACE/MDE Permits | | | | | | | | | |
| | Baywide Seed and Shell | Aquaculture Leases | St Mary's Sanctuary | Manokin Sanctuary | Harris Creek Sanctuary | Little Choptank Sanctuary | Tred Avon Sanctuary | Flat Rock (Pocomoke Sound fishery area) | Great Marsh (Lower Choptank fishery area) | Baywide Alternative Substrate <i>PENDING</i> |
| Oyster shell - <i>C. virginica</i> | U | U | U | U | U | U | U | | | |
| Oyster seed/spat - <i>C. virginica</i> | U | U | U | U | U | U | U | | | |
| Oyster shell - <i>C. gigas</i> | P | U | P | P | P | P | P | | | |
| Non-oyster shell (clam, whelk, conch, and/or scallop) | | U | P | | U | U | U | | | R |
| Florida Fossilized Shell | | | P | | U | U | P | | | |
| Granite | | | U | U | U | U | U | P | P | R |
| Limestone | | | P | | P | P | P | P | P | R |
| River Rock | | U | P | | P | P | P | P | P | R |
| Other Amphibolite Stone | | | P | P | P | P | P | P | P | R |
| Crushed Recycled Concrete (free of debris) | | U | P | | P | P | P | P | P | R |
| Green Concrete | | | P | | P | P | P | P | P | R |
| Recycle Materials (cinder block or brick) | | | | | P | P | P | | | R |
| Reef Balls | | | P | | P | P | P | | | |
| Marl | | | | | P | P | P | | | |

Notes: All planting activity requires DNR's approval prior to planting any material.

Green Concrete is defined here as using a wet concrete mix to form oyster shell sized substrate. Dredged shell is included in "Shell *C. virginica*" (a permit is needed to acquire Maryland dredged shell).

Substrate types for planting on shellfish aquaculture leases are reviewed on an individual lease basis under the Joint Permit. This table is not blanket permission to use these materials on leases.