



**OYSTER RECOVERY
PARTNERSHIP®**
— ORP —

Oyster Recovery Partnership

Request for Qualifications

Sanctuary Spat-on-Shell Transport and Planting

Issue Date: February 21, 2025

Response Due Date: March 21, 2025

Submit response to:

Olivia Caretti

Oyster Recovery Partnership

1805 A Virginia Street, Annapolis, MD 21401

ocaretti@oysterrecovery.org

410-990-4970 ext. 1013



Oyster Recovery Partnership
1805 A Virginia Street
Annapolis, MD 21403

The Oyster Recovery Partnership (ORP) is seeking qualified vessels, captains, and crew to transport and plant oyster spat-on-shell (SOS), or a material approved by the Maryland Department of Natural Resources and permitted by the US Army Corps of Engineers and Maryland Department of Environment, onto selected oyster sanctuary restoration areas throughout the Maryland portion of the Chesapeake Bay.

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

Step 1. Request for Qualifications (this document) – Vessel owners submit required qualifications to be considered eligible for 2025 spat-on-shell planting operations.

Step 2. Request for Bid – Vessels determined to meet the requirements will be requested to provide bids for planting spat-on-shell in specific locations 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 21 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 spat-on-shell. Multiple vessels will be selected based on price and anticipated amount of work for each location – vessels submitting the lowest cost will be prioritized.

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.

Olivia Caretti
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410-990-4970 ext. 1013

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Request for Qualifications

Sanctuary Spat-on-Shell Transport & Planting

1.0 OVERVIEW

The Oyster Recovery Partnership (ORP) is seeking qualified vessels, captains, and crew to transport and plant oyster spat-on-shell (SOS), or a material approved by the Maryland Department of Natural Resources and permitted by the US Army Corps of Engineers and Maryland Department of Environment (Attachment 5), onto selected oyster sanctuary restoration areas throughout the Maryland portion of the Chesapeake Bay.

This work is funded by the Maryland Department of Natural Resources (DNR), National Oceanic and Atmospheric Administration (NOAA), other state agencies, and/or private and foundation funding and will be implemented by ORP in accordance with its memorandums of understanding (MOUs) with DNR.

Anticipated locations, volume of material, and number of trips for 2025 are provided in Table 1 and referred to in other sections of this RFQ. Multiple vessels may be selected to ensure that annual planting goals are met and can be completed in a timely and efficient manner. Maximum load volumes and number of trips are not guaranteed.

Table 1. Anticipated maximum project needs for 2025.

Tributary¹	Estimated distance from Horn Point (NM)	Estimated MAX Bushels to be Planted²	Minimum Vessel SOS Bushel Capacity	Estimated No. of trips based on minimum bushel capacity³
Herring Bay	35	6,240	2,080	3
Little Choptank River	25	960	960	1
Manokin River	65	56,160	2,080	27
St. Mary's River	70	12,480	2,080	6
Tred Avon River	10	16,640	2,080	7
Nanticoke River	50	22,880	2,080	11

¹Additional projects may be added during the planting season.

²Actual bushel amounts may vary based on hatchery production. There is no guarantee that indicated amounts will be moved.

³Number of trips are not guaranteed.

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.

2.1 VESSEL TECHNICAL AND OPERATIONAL FUNCTIONS

Loading – Vessels must be capable of being loaded with SOS, or a material approved by DNR and permitted by the US Army Corps of Engineers and Maryland Department of Environment (Attachment 5), at UMCES Horn Point Hatchery pier in Cambridge, MD.

Vessels and crew must be capable of navigating the vessel so it can be loaded by a conveyor at the end of the pier with the vessel perpendicular to the length of the pier. Vessels must have the ability to maneuver fore and aft while loading.

Transport – Vessels must be capable of transporting SOS and other approved material from Horn Point

to pre-determined sites in the tributaries listed in Table 1. Sites will be selected by ORP and DNR. Multiple trips may be conducted each week.

Planting – Vessels and crew must be capable of planting SOS 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 SOS as evenly as possible on designated oyster bars.

Documenting Planting Operations – All plantings will be documented and monitored to ensure SOS is planted on the correct site(s) and for quality control. Plantings will be documented and monitored by an onboard observer(s) or 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 recorded by the onboard observer using a separate GPS unit, or through a separate connection to the vessel's GPS unit.

Vessels must be configured to provide safe and ample space for onboard observers. Observers require suitable space for a laptop computer, water quality equipment and personal gear. Observers will board planting vessels at Horn Point or at a convenient and safe location close to the tributary planting area. A list of suggested loading locations is presented in Attachment 2. In instances when there is insufficient water depth at nearby landing locations, a vessel transfer could be utilized to transfer an observer from a smaller vessel onto the planting vessel once they arrive at the destination tributary.

Vessel captain and crew must be able to consult with onboard observers to determine final planting locations or assist with adjustments to locations on the day of planting when necessary.

2.2 PLANTING SCHEDULE

Commencement of work – Transport and planting operations are expected to commence in April 2025. Start and end dates will depend on hatchery oyster larvae production and are subject to change. Planting operations are expected to continue through October, but the exact timing and number of trips depend on hatchery production.

Operations schedule – Planting operations are expected to occur 3-4 days a week. The number of planting days each week is dependent on SOS availability, the volume of SOS that can safely be transported and planted, environmental conditions (tides, weather, etc.), and other planting requirements. The actual number of planting days may also vary due to the number of bushels that a vessel can carry. Vessels must be at Horn Point and ready to load by 6AM or the time scheduled by ORP.

Contracted vessels will be 'on call' throughout the duration of the planting season, or until all projects are complete. Vessels will be notified of the planting schedule for the upcoming week during the prior week. Contractors will not be able to dictate available days or weeks for work. ORP intends to contract multiple vessels, and best efforts will be made to accommodate the availability of contracted vessels when possible.

Planting operations will commence during daylight hours; however, it may be necessary for travel to occur between sunset and sunrise. In that instance, it is the responsibility of the vessel captain to take the necessary steps to find overnight accommodation for the vessel, at their own expense, until planting operations can commence.

3.0 QUALIFICATIONS AND REQUIREMENTS

3.1 ELIGIBILITY

This opportunity is open to all applicants that meet the project 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 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 must 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. If selected, you may be directed to 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, 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 (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, SOS, 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. Captains are responsible for ensuring crew is qualified and capable to conduct planting operations 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 –

- Sturdy three (3)-sided box **with doors** or other removable structure at the base of the box 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.
- Hose and water to float SOS from the vessel deck onto planting locations.
- Ability to carry minimum bushel amount(s) specified in Table 1
- Must be able to operate in 6 feet of water when fully loaded.

- Must be able to maneuver in confined spaces. SOS loading operations at Horn Point require vessels to position perpendicular to the end of the pier and maneuver fore and aft to evenly distribute SOS on the deck of the vessel. Maneuverability is limited due to adjacent piers and bulkheads.
- Must be able to dock, load, and undock without any bilge discharge occurring. **Absolutely no discharge is allowed to occur while the vessel is on-site at Horn Point for any reason.**
- No onsite fueling is allowed
- A vessel captain and a crew member must be onboard during all 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.
- For the safety of onboard observers, vessels are also required to have:
 - Covered cabin with seating and counter space.
 - Potable water sufficient for all on board.
 - Toilet, portable or installed, including barrier for privacy.
 - 120-volt AC and/or 12-volt DC power outlets.
 - Ability to pick up and drop off observers at pre-determined locations for longer trips, while loaded en route to planting locations (Attachment 2)

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 4).

- Commercial Liability Insurance (for Marine Operations) with minimum limits of at least \$1,000,000 per occurrence; \$2,000,000 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: Minimum per occurrence = \$37.50 x maximum bushel capacity of vessel. Required coverage should match maximum capacity submitted with application.
- 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-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. Since SOS is a perishable product and needs to be planted within a specific timeframe, 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 SOS 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 with the ability to plant in the intended location.

3.5 VESSEL ACCESS AND INSPECTION REQUIREMENTS

Vessels meeting all of the above requirements in Sections 3.1-3.4 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 are in Attachment 3.
- Allow ORP and DNR to observe vessel to verify that no bilge discharge will occur for the duration of vessel loading operations. ORP will coordinate with the vessel owner/captain to observe the vessel for up to 3 hours to ensure no discharge occurs and must be granted access to the bilge area. Vessels meeting this requirement will be qualified on a probational period. **If any discharge is observed on site at Horn Point, the vessel will be dismissed immediately, the contract will be terminated, and the vendor will be liable for damages, including the value of SOS on deck prior to dismissal (\$37.50/bushel). ORP will be seeking to recover damages caused by a disruption in the planting schedule and the hiring of replacement vessels as a result of the vessel's dismissal.**
- Conduct a sea trial at Horn Point to ensure that vessel can maneuver as required mimicking loading operations as specified in Section 2.1.

4.0 APPLICATION PROCESS

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 Olivia Caretti, Coastal Restoration Program Manager at ocaretti@oysterrecovery.org or 410-990-4970 ext. 1013.

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 Olivia Caretti at ocaretti@oysterrecovery.org, OR faxed, mailed, or submitted in person to Olivia Caretti at the following address:

Olivia Caretti

Oyster Recovery Partnership
1805 A Virginia Street
Annapolis, MD 21401
Fax: 443-782-2275
Phone: 410-990-4970 ext. 1013

Emailed responses must be in PDF format. An email confirming receipt of application will be sent within 2 business days.

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 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, inspection, and/or sea trial at Horn Point 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.

Once selected, qualified candidates may be asked to submit a reasonable price for locations provided in Table 1. Multiple vessels will be selected based on price and anticipated amount of work for each location – vessels submitting the lowest cost will be prioritized. The actual amount of work to be completed is contingent upon funding, larvae production, spat-on-shell availability, environmental conditions (tides, weather, etc.), and other factors.

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 Sanctuary SOS 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 application submission.**

1. Experience detail form for vessel captain(s) (Attachment 1)
2. Resumes of vessel captain(s)
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 insurance (ACORD, sample in Attachment 4)

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 Sanctuary SOS Transport and Planting

Vessel Owner: _____ Date of Birth: _____

DNR ID (if applicable): _____

Captain Name: _____ Date of Birth: _____

DNR ID (if applicable): _____

Captain Name: _____ 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, circle one): 1 2

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

Vessel Speed (Loaded): _____

Contingency Plan

Provide your contingency plan should the vessel/engine encounter mechanical issues during transport. Be sure to address how you will ensure that SOS 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 the 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 acknowledgment 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. Potential Load and Offload Locations for Onboard Observers

Tributary	Location	Estimated Depth (min/max ft.)	County	Address	Closest body of water:	Comments
Manokin River	Goose Creek Marina	3/5	Somerset	25763 Rumbley Road Westover, MD 21871	Goose Creek (branches from Manokin)	1 Pier is available at this location.
Manokin River	Rumbley Boat Ramp	3/5	Somerset	Drive past Goose Creek Marina, keep going until you see the docks	Goose Creek (branches from Manokin)	2 Piers are available at this location.
Manokin River	Somers Cove Marina	8/12	Somerset	715 Broadway Crisfield, MD 21817	Somers Cove/ Daugherty Creek	Not much information but has multiple docks to pull up to. Far from Manokin planting sites
Manokin River	Webster's Cove	3/4	Somerset	13301 Dorsey Road Mt Vernon, MD 21853	Wicomico River/ Websters Cove	1 Pier is available at this location
Manokin River	Janes Island State Park	3/6	Somerset	26280 Alfred J. Lawson Dr. Crisfield, MD 21817	Daugherty Creek Canal/ Annemessex Canal	Hours are 6:30 AM - sunset between December- February and 5:30 AM - sunset from March - November. 1 Pier is available.
Manokin River	Jenkins Creek	7/9	Somerset	2990 Calvary Road Crisfield, MD 21817	Jenkins Creek/ Little Annemessex River	1 Pier is available at this location
Tred Avon River	Bellevue Landing	3/6	Talbot	6004 Royal Oak Rd Easton, MD 21601	Tred Avon River	Talbot County Public Landing; port for Oxford Ferry
Tred Avon River	Cooperative Oxford Laboratory (NOAA & DNR)	3/4	Talbot	904 S Morris St Oxford, MD 21654	Tred Avon River	1 pier available at this location

Little Choptank River	Slaughter Creek Marina	3/4	Dorchester	638 Taylors Island Rd Taylors Island, MD 21669	Slaughter Creek, Little Choptank River	2 piers and one floating dock (first pier approached as heading up Slaughter Creek has deepest water)
Upper Bay	Annapolis Maritime Museum	4/6	Anne Arundel	723 2nd St. Annapolis, MD 21403	Back Creek, Severn River	3 Piers available
St. Mary's River	St. Mary's College River Center	12/16	St. Mary's	47498 Trinity Church Rd. St. Mary's City, MD 20686	St. Mary's River	1 Pier available
St. Mary's River	St. Inigoes Landing	11/15	St. Mary's	46621 Beachville Rd St. Inigoes, MD 20684	Smith Creek	2 Piers available
Nanticoke River	Dames Quarter	2/5	Somerset	11320 Messick Rd Dames Quarter, MD 21821	Dames Quarter Creek	1 Pier available.
Nanticoke River	Bivalve Wharf	2/2	Wicomico	Bivalve Wharf Road Bivalve, MD 21814	Nanticoke River	1 Pier available. Hours dusk to dawn.
Nanticoke River	Elliott's Island/McCready's	2/3	Dorchester	Wharf Rd, Vienna, MD 21869	Fishing Bay/Nanticoke River	Bulkhead

Attachment 3. Example Vessel Inspection Criteria

Below is an example of inspection criteria for vessels that may be asked to complete an additional third-party inspection to determine 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:
 - Horseshoe 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 4. 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	
	INSURER A: (Insert carrier information accordingly)	
INSURED (Insert Named Insured & Address)	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	Y	Y	(Insert Policy Number)	00/00/0000	00/00/0000	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> Marine Liability.						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Protection & Indemnity						PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 2,000,000
<input checked="" type="checkbox"/>	AUTOMOBILE LIABILITY	Y	Y	(Insert Policy Number) <small>Applicable if vehicles are brought onto IORP's owned or contracted premises</small>	00/00/0000	00/00/0000	PRODUCTS - COMPIOP AGG \$ 2,000,000
	<input checked="" type="checkbox"/> ANY AUTO						Protection & Indem. \$ 1,000,000
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
<input checked="" type="checkbox"/>	UMBRELLA LIAB	Y	Y	(Insert Policy Number)	00/00/0000	00/00/0000	PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ As App.						AGGREGATE \$ 1,000,000
<input checked="" type="checkbox"/>	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A	Y	(Insert Policy Number) <small>Worker's Compensation coverage as required by Federal, State & Maritime Law; minimum limit: \$500,000</small>	00/00/0000	00/00/0000	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH+ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
<input checked="" type="checkbox"/>	Cargo Pollution	Y	Y	(Insert Policy Number)	00/00/0000	00/00/0000	Replacement Cost \$125,000
							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 5. 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.