



**Request for Proposals (RFP)**  
**Proposals are Due February 3, 2026**  
**(5:00 pm PST)**

**Translocation Experiment Support Tasks**  
**for Mohave Ground Squirrel**  
**RFP MGSWCB 26-1**

MGSCC Grant Coordinator:

Kathryn Simon, Email [kathy.simon@mgsconservation.org](mailto:kathy.simon@mgsconservation.org), Phone 909-289-4649

**Proposals will be disqualified and not reviewed if they are**

- ◆ **Submitted after the submittal end time stated above,**
- ◆ **Incomplete, or**
- ◆ **Not meeting the specifications of the scope of work and costs detailed below.**

**Introduction**

The Mohave Ground Squirrel Conservation Council (MGSCC) is a 501(c)(3) nonprofit organization formed in January 2023 with a mission to assure the perpetual survival of viable populations of Mohave Ground Squirrels throughout their historical range and any future expansion areas. More information can be found for the MGSCC at our website at [mgsconservation.org](http://mgsconservation.org).

The MGSCC has been awarded a grant related to establishing an experiment for translocation of Mohave ground squirrel (MGS; *Xerospermophilus mohavensis*), a California threatened species endemic to the western Mojave Desert of California. 2026 will be the first year of this experiment designed by U.S. Geological Survey (USGS) to assist in determining methods for translocation and propagation for this species. As part of this effort, several tasks will be required and are the subject of this RFP. These tasks will be overseen by MGSCC staff in the field, and MGSCC will provide support as needed.

**Proposal Schedule**

January 21, 2026, 5pm PST

Questions sent to contact above by email.

January 23, 2026, 5pm PST

All questions and answers to be posted on MGSCC website.

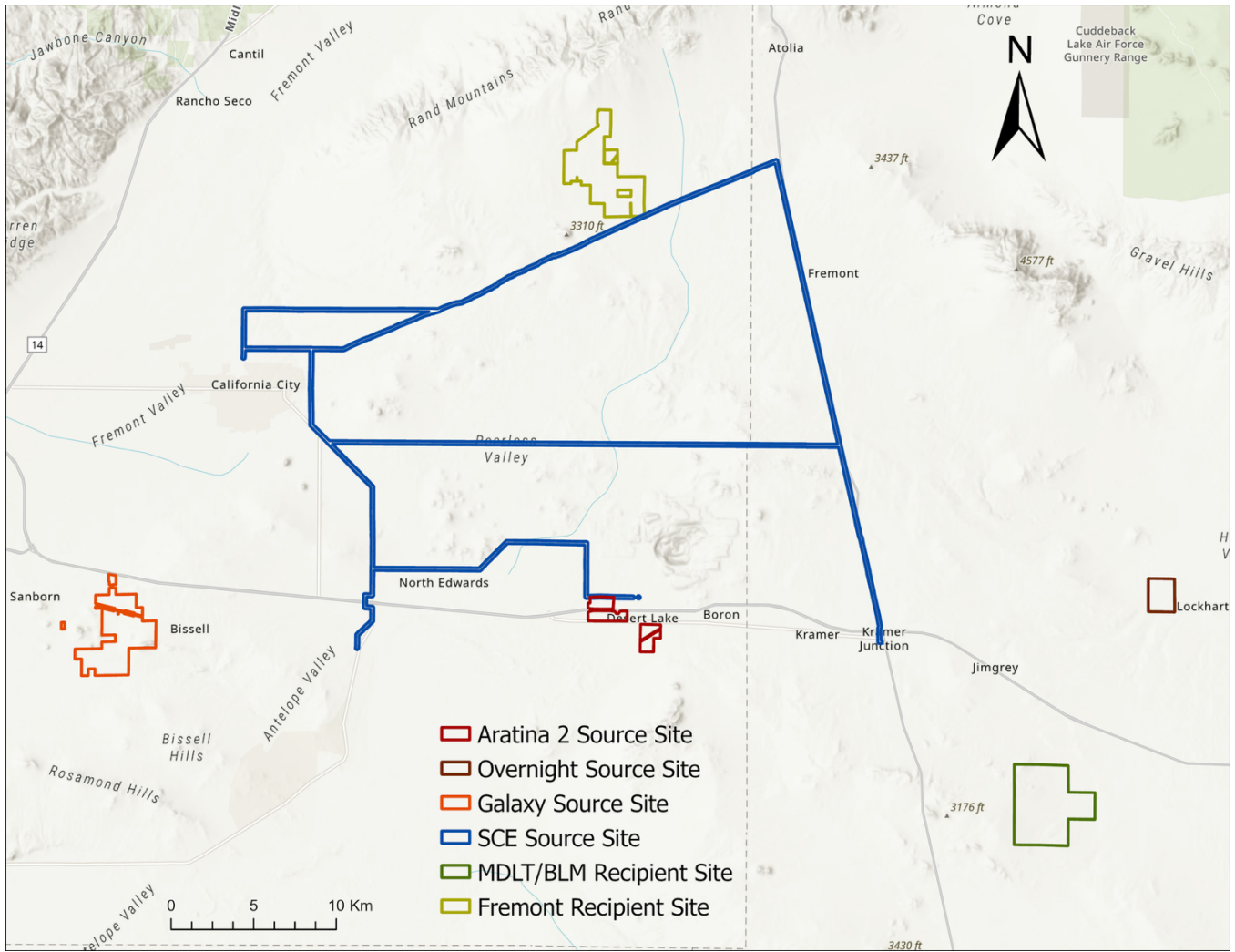
February 3, 2026, 5pm PST

All final proposals due to contact listed above via email.

**Performance Period and Locations**

All work will be performed between March 1 and June 30, 2026.

The figure on the following page shows the location of the potential source and recipient sites. Recipient sites will be chosen based on proximity to the source site. Source sites will remain flexible as discussions with projects are on-going to determine the potential to use specific sites in spring 2026. All sites are included on the map here, but all may not be used depending on project construction schedules. Sites are not on paved roads and may require the use of 4x4 and/or high clearance vehicles.



## Scope of Work

### Permitting and Training

This scope of work will not require individuals who possess an MOU for MGS activities. MGSCC volunteers and contractors already on the MGSCC entity MOU will conduct all permitted activities (include marking, fecal and tissue sampling, PIT tagging, and collaring/uncollaring of individuals).

MGSCC commits to providing oversight (in the field and otherwise) for this project from Denise LaBerteaux and Kathryn Simon and will provide additional volunteer assistance as much as possible.

All personnel will be expected to maintain a high-level of professionalism and cooperation in completing this scope of work. The MGSCC Grant Coordinator will remain on site throughout the fieldwork to assist in any way needed.

### Scope of Work Tasks

The table on the following page describes tasks required to complete this scope of work and who would be completing each task. All tasks are presented but only those tasks highlighted are the subject of this RFP.

Task	To be Completed By	Approx Field Hours Required from Contractor*	Permit Required?
<b>Source Site(s)</b>			
Install cameras, initial image review after processing by MGSCC AI	Contractor	60	None
Determine trapping locations, conduct live trapping	MGSCC	0	MGSCC task
Transporting of some individuals to The Living Desert Zoo & Gardens for propagation	MGSCC and The Living Desert	0	MGSCC task
Process MGS and collar	MGSCC Translocation Field Manager (D. LaBerteaux)	Contractor may participate as a volunteer assistant if desired	MGSCC task
Transporting of some individuals to a translocation recipient site	MGSCC	0	MGSCC task
<b>Recipient Site(s)</b>			
Install cameras, initial image review after processing by MGSCC AI	Contractor and by MGSCC Translocation Field Manager (D. LaBerteaux), approx. 20/80 split	60	MGSCC task
Determine release locations	MGSCC Translocation Field Manager (D. LaBerteaux)	0	MGSCC task
Prepare and install cages with shade (#10)	Contractor and by MGSCC Translocation Field Manager (D. LaBerteaux), Approx 50/50 time split	40	None
Prepare and install artificial burrows (#20; boxes, tubing with drainage holes)	Contractor and by MGSCC Translocation Field Manager (D. LaBerteaux), Approx 50/50 time split	70	None
Install additional camera at each artificial burrow	Contractor and by MGSCC Translocation Field Manager (D. LaBerteaux)	16	MGSCC task
Feed and water daily for 1 week (caged); install bait tube and check daily for 1 week (uncaged)	Contractor and by MGSCC Translocation Field Manager (D. LaBerteaux), Approx 20/80 time split	60	None
Install bait tube after one week; check weekly for 3 weeks	MGSCC Translocation Field Manager (D. LaBerteaux)	0	MGSCC task
Grid and burrow cameras, change SD cards, once per week for 6 weeks	MGSCC Translocation Field Manager (D. LaBerteaux)	0	MGSCC task
Track 20 collared animals for 6 weeks, at one or both recipient sites	Contractor	420	None. MGSCC will assist if an animal is injured.
Recapture, remove collars, process	MGSCC Translocation Field Manager (D. LaBerteaux)	0	MGSCC task

\*Not including mobilization or other hours. Please provide details of additional hours in your bid.

## **Materials Provided by MGSCC**

MGSCC maintains a project field house in Ridgecrest, CA, approximately 30-60 minutes from project areas. The successful contractor will be provided full access to the house, yard, and storage area, which may be shared with separate crews and others working on MGSCC projects. Amenities at the house include high-speed internet, printer, sleeping and shower facilities, fully equipped kitchen, and laundry facilities. Additional materials and information to be provided by MGSCC include:

1. Access letters for this project will be provided to the successful bidder (BLM and private landowners), as well as indications in FieldMaps where access has not been granted on private parcels. Contractor will follow all requirements of BLM and other landowners regarding access. Access will only be by open BLM routes and by foot. Four-wheel drive or similar vehicles may be needed to access some sites as most of the project areas are accessible only by dirt roads.
2. Access to FieldMaps and Survey 123 as needed to complete the scope of work.
3. Digital file(s) of any paper datasheets to be completed.
4. Cameras, SD cards, and support equipment for cameras (posts, solar panels, batteries, etc)

## **Contractor Provided Materials**

Contractor is expected to provide the following in their scope of work and cost estimate:

1. Transportation and food.
2. Safety plan and all safety equipment needed including cell and/or satellite phone
3. Insurance, including auto and commercial liability insurance.

## **Deliverables**

Deliverables include those that are daily, monthly and end of funding agreement as outlined below.

### **Daily Deliverables**

1. Completion of FieldMaps and/or Survey 123 forms daily.
2. Completion of any required paper datasheets daily.
3. Notification by phone and/or email to the MGSCC Project Managers within 24 hours of any issues affecting this work, including theft or vandalism, with specific information on location and details.

### **Monthly Deliverables**

Invoicing for the previous month within 5 business days of the end of the month.

### **End of Contract**

1. Return of all MGSCC equipment to Ridgecrest storage unit and clearance from an MGSCC member on all equipment being present and in acceptable condition.
2. Final invoicing by July 5, 2026.

## **Proposal Elements**

Provide a detailed approach and costing information. The more detail provided allows MGSCC to better evaluate the proposal. For any hours additional to those on the table provided on Page 3, please provide details and rates.

The approach should complete the scope of work described above, or a portion of that work. If a portion is being proposed, list the specific activities your scope and cost would cover. Preference will be given to proposals that cover the full scope of work.

The approach should be no more than 6 pages single-sided, 1.5 line spacing and will include the following information:

- ◆ Approach to completing scope, or portion of scope proposed.
- ◆ Contractor's proposed project manager and field manager if different.
- ◆ 2 similar projects completed with brief description.

Resumes for personnel overseeing the project will be included as an attachment and are not included in the proposal page length. Please limit each resume to two pages maximum of most relevant information.

Provide costing as a Not-to-Exceed amount, for the entire scope of work presented above, or for a specific portion of this scope. If a portion is being proposed, list the specific tasks your scope and budget covers. While a detailed costing is not required, please list rates being used, and any discounts provided to MGSCC (such as reduced rates or percentage discounted) in recognition of the project being a research effort being conducted by a non-profit using state funding for the benefit of a state-listed species.

#### **Additional Information**

*Retention: the MGSCC grants have a retention clause and up to 10% of each invoice may be held in retention until the end of each state fiscal year. MGSCC does intend to pass the same retention to subcontractors in contracts.*

*Evaluation Criteria: Proposals will be evaluated based on the following criteria: project understanding and technical approach, technical expertise, and cost. Each proposer will also be screened for potential conflict of interest.*

*Intellectual Property and Data Ownership: All intellectual property rights and data generated from this research project shall remain the exclusive property of MGSCC. The contractor acknowledges and agrees that they do not have any ownership rights, title, or interest in any intellectual property or data produced during this project.*

*Comportment of personnel: all personnel are expected to always behave in a professional manner and follow instructions of MGSCC and USGS project leaders. If such instruction appears to conflict with approved tasks in the Contractor's contract with MGSCC, please bring these issues to the attention of the MGSCC Grant Manager.*