

sarPartner CWD Sampling Program: Call for Bids

Indiana DNR is continuing its Partner CWD Incentive Program to increase the sample size of adult bucks tested for CWD in the state by collecting samples from deer from partners such as those brought to taxidermists or meat processors. Participants in the program will be provided with a payment incentive for each usable CWD sample they provide to DNR accompanied by the appropriate datasheet. DNR wishes to simplify the sign-up, reporting, and payment process for the program to reduce inconveniences for participants.

DNR is seeking to develop a contract with a vendor who will administer payments to partners and assist DNR in administering the partner CWD sampling program. Currently, DNR lacks an efficient means to administer payments to cooperating partners, without requiring each partner to apply to become vendors to the State of Indiana. Developing one contract with a vendor would reduce this inefficiency and eliminate this barrier of entry for partners who may wish to participate. The vendor will assist DNR in implementing the sampling program and assist cooperating partners with participation in the program. DNR will pay the vendor once quarterly for samples collected by all partners and the vendor will then forward these as incentives in the appropriate amount to each participating partner.

Duties

The duties of DNR are:

- Recruit partners, review applications, and provide list of participating partners to the vendor
- Provide partners with training and sample collection materials (e.g., shipping supplies, storage bags, and data sheets)
- Coordinate with partners to pick samples up
- Inspect samples and submit to a lab for diagnostic testing
- Provide vendor with list of collected viable samples for all partners at end of the quarter
- Provide the vendor with a list of partners' information necessary for payments (e.g., names, addresses, W-9s if applicable)
- Issue quarterly payments to the vendor for partner incentives and vendor overhead

The duties of the vendor are:

- Issue payments to cooperating partners once at the end of the CWD sampling season, within 2 weeks of receipt of payment from DNR
- Maintain detailed records of samples collected from each cooperator and incentives issued to cooperators for samples
- Maintain good standing as a registered supplier for the State of Indiana
- Submit quarterly progress reports and an annual summary report to Michelle Benavidez, Fish & Wildlife Health Supervisor, MBenavidezWestrich@dnr.IN.gov, or 5596 East State Road 46; Bloomington, IN 47401.
- Submit invoices to OSRContracts@dnr.IN.gov with the contract number attached to all invoices.

Program Details for FY 2025-2027 (2 years)

Following are the goals and guidelines for each year of the program:

- Each sample must contain both medial retropharyngeal lymph nodes
- Samples must be accompanied by a complete and usable data sheet
- For each usable sample a cooperating partner will receive a \$10 incentive payment
- The number of participating partners will be limited to 100 maxz
- The sample goal will not exceed 5000
- Participation will be statewide

Call for bids

Indiana DNR is seeking bids from perspective vendors to conduct the administrative work described above. Bids must include the vendors rate of charge, and a list of services provided based on this charge. Additionally, a vendor should note whether it will provide match for Indiana DNR funds spent on this program, and details about that match should be provided in the contract bid.

Competitive bids may also include an indication on the willingness to expand the inventive program to include other wildlife programs, such as tagging or taking biological samples from furbearers.

Bids will be evaluated on cost, value of vendor provided match, and administrative activities provided by the vendor.

Complete bids should be submitted via email on or before July 5th, to the Fish & Wildlife Health Supervisor, MBenavidezWestrich@dnr.IN.gov.