

REQUEST FOR PROPOSAL

SUBMISSION DEADLINE

5:00 PM CST, 5/12/2021

RFP TITLE: IMPROVEMENT OF THE ACCURACY OF CURRENT PREDICTION EQUATIONS TO ESTIMATE THE AMEn VALUE OF SOYBEAN MEAL

RFP CONTACT:

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PROPOSAL DEADLINE: MAY 12, 2021

INTRODUCTION:

Through a global network of international offices and strong support in the U.S., USSEC helps build a preference for U.S. soybeans and soybean products, advocates for the use of soy in livestock and aquaculture feed and human consumption, promotes the benefits of soy use through education and connects industry leaders through a robust membership program.

PURPOSE OF RFP:

USSEC seeks a contractor to organize a team of scientists and technical managers from the feed compound industry to improve the accuracy of the prediction equations used by the industry to estimate the energy content of commercial soybean meal for poultry. The contractor will work with the team to review current research on the topic, reach agreement on what steps need to be taken to improve the accuracy of energy equations, and develop recommendations for improvement. The contractor will work with the team to propose a new prediction equation based on digestible protein, sucrose, and lipid content of the soybean meal.

BACKGROUND & PURPOSE OF PROJECT:

At present, the two most commonly-used energy prediction equations are the WPSA (developed in 1989) and CVB (derived from the WPSA and developed in 2016). These equations tend to underestimate the energy content of U.S. soybean meal. They require review and updating to better reflect current science and improve their accuracy as predictive tools. Although the CVB was developed more recently, it needs further refinement to take into account the difference in the digestibility of the protein fraction of the soybean meal as well as the sucrose (90% digestible carbohydrates), oligosaccharides and soluble pectin (highly fermentable carbohydrates) contents.

Through this RFP, USSEC seeks a contractor to convene a team of U.S. and European scientists and technical managers to review these equations in light of current scientific understanding, and make recommendations for improving the accuracy of the equations.

TARGET AUDIENCE: The direct audience is scientists and technical managers in the feed compound industry including feed mill managers and nutritionists.

SCOPE (SERVICES) OF WORK:

- Work with USSEC to identify and invite experts to participate in the expert technical team. USSEC already has a preliminary list of organizations/individuals which will be finalized with input from the contractor. The contractor will work with USSEC to draft the terms of reference and timeline for the team’s work.
- Serve as secretariat for the expert technical team including: organizing meetings/calls, developing agendas, facilitating discussions, taking meeting notes, and other tasks as determined by the team.
- Produce background materials for the expert technical team as requested. This could include, for example, conducting literature reviews on specific topics.
- Write up the team’s recommendations for updating and improving the accuracy of energy equations. This report will include an explanation of the scientific basis for the recommendations and cite sources when appropriate.
- Write up the team’s proposal for a new prediction equation based on digestible protein, sucrose, and lipid content of the soybean meal. This report will include an explanation of the scientific basis for the proposed equation and cite sources when appropriate.

ADDITIONAL CONSIDERATIONS:

The expert technical team’s work will be based on existing publications and research. USSEC does not anticipate supporting additional animal studies or lab research through this RFP. The contractor is expected to work closely with the USSEC team in carrying out this assignment.

DELIVERABLES:

The timeline of the deliverables is illustrative and is subject to change based on the expert technical team’s recommendations. During the first meeting of the expert technical team, the group will agree to a general timeline and plan which the contractor will then follow. However, all work will be completed by December 31, 2021.

Completion Date	Description of Deliverables
Within 10 business days of contract start	Finalize expert technical team composition and terms of reference with USSEC input
Ongoing as needed	Support the expert technical team and produce background materials
November 15, 2021	Circulate draft recommendations report and proposed energy equation for expert technical team review and input.
December 31, 2021	Submit final recommendations report and proposed energy equation

PROJECT TIMELINE:

USSEC anticipates the contract will begin May 2021 through December 31, 2021.

RFP TIMELINE:

- **RFP Distribution:** April 26, 2021
- **Last Day to Submit Questions:** May 5, 2021 by 5:00PM Central Time
- **Project Proposals Due:** May 12, 2021 by 5:00PM Central Time
- **Selections Made By:** May 17, 2021
- **Prospective Contractors Notified By:** May 17, 2021

INSTRUCTIONS:

Proposals must contain at a minimum the specific criteria listed below:

1. Please email the proposal to RFP@USSEC.ORG by **5:00PM Central Time on May 12, 2021**
2. A description of Prospective Contractor's capabilities, resources and experience. Emphasis should be placed on experience related to this RFP.
3. A thorough proposal outlining Prospective Contractors planned work, deliverables and timeline to complete the work.
3. Resumes for each of the Prospective Contractor's personnel assigned to work directly on the implementation of the contract.
4. Provide a minimum of two names and contact information for other similarly sized clients for reference purposes.
5. Detailed Budget
 - All bids for services must provide a breakout of how the fee was derived including but not limited to a breakdown of hourly rate and the amount of effort they anticipate to do the work.
6. Proposals should be no longer than **10 pages** (8 ½" x 11").

NOTES:

- Prospective Contractors are hereby notified that proposals will be duplicated for internal review only. Every effort will be made to maintain confidentiality of all information presented. The appropriate representatives from staff and legal counsel will review proposals. Proposals will not be returned.

- USSEC reserves the right to retain all proposals submitted. Submission of a proposal indicates acceptance by the submitter of the conditions contained in the request for proposal, unless clearly and specifically noted in the proposal submitted and confirmed in the contract between USSEC and the contractor selected.
- Confidentiality - Without USSEC's prior written consent, Prospective Contractors and its officers, employees, agents, representatives, affiliates, and subcontractors shall not disclose to any third party any documents, materials or information that the Prospective Contractors learns from or is provided in relation to the RFP request.
- During the evaluation process, USSEC reserves the right to request additional information or clarifications from proposers, or to allow corrections of errors and omissions.
- USSEC reserves the right to reject any proposal that is in any way inconsistent or irregular. USSEC also reserves the right to waive proposal defects or deficiencies, to request additional information, and/or to negotiate with the Prospective Contractor regarding the proposal.
- Prospective Contractor agrees that Fees are in lieu of any and all other benefits, including, but not limited to, repayment of any and all taxes related to contractor service fees, health and life insurance, administrative costs and vacation.
- Prospective Contractor agrees that any income taxes, value added taxes or any other form of direct or indirect taxes on compensation paid under the contract shall be paid by Contractor and not by USSEC or Funding Sources.
 - Prior to any payment to a Contractor, a contractor must provide a W-9, W-8, or W-8BEN upon agreement signature
- Non-Competition. Contractor shall not act as agent or representative for any product or service directly or indirectly competitive with U.S. soybeans or soybean products for the length of the contract.
- USSEC and Prospective Contractor agrees to comply with the provisions of Equal Employment Opportunity (EEO). USSEC provides EEO to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.

SUPPLEMENTAL INFORMATION AND BACKGROUND

BUILDING A PREFERENCE FOR U.S. SOY

USSEC's strategy can be found here: <http://ussec.org/about-ussec/vision-mission/>

USB's Long Range Strategic Plan can be found here: <http://unitedsoybean.org/about-usb/strategic-planning/>

We are a dynamic partnership of key stakeholders representing soybean producers, commodity shippers, merchandisers, allied agribusiness and agricultural organizations.

Through a global network of international offices and strong support in the U.S., we help build a preference for U.S. soybeans and soybean products, advocate for the use of soy in feed, aquaculture and human consumption, promote the benefits of soy use through education and connect industry leaders through a robust membership program.

Our 15-member board of directors is comprised of four members from the American Soybean Association (ASA), four members from the United Soybean Board (USB), and seven members representing trade, allied industry, and state organizations.

New board members are seated annually. We are receiving funding from a variety of sources including soy producer checkoff dollars invested by the USB and various state soybean councils; cooperating industry; and the American Soybean Association's investment of cost-share funding provided by the United States Department of Agriculture's (USDA) Foreign Agriculture Service.

The United Soybean Board, created by the 1990 Farm Bill to manage and direct the National Soybean Checkoff, is dedicated to marketing and research for the soybean industry. USB is comprised of 73 volunteer soybean farmers representing the interests of fellow growers nationwide. Each board member is nominated by Qualified State Soybean Boards (QSSBs) and appointed by the U.S. Secretary of Agriculture.

Because of the limitations on administrative and salary costs established in the Act, USB outsources the majority of its program management responsibilities to USB's three primary contractors:

- SmithBucklin-St. Louis for domestic marketing, new uses, production research and Board initiative activities;
- Osborn & Barr Communications for communications/public relations activities and;
- U.S. Soybean Export Council (USSEC), Inc. for international marketing and global opportunities activities.

As one of these three primary contractors USSEC may also undertake initiative activities on behalf of USB. USB considers primary contractor staff (approximately 60 people) as core USB staff. These three primary contractors use a number of subcontractors and, together, these entities carry out approximately 450 projects each year for USB. USB also manages approximately 10 subcontractors.

Non-Discrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

Civil Rights Clause

Contractor agrees that during the performance of this Agreement it will not discriminate against any employee or applicant for employment because of race, color, religion, gender, national origin, age, disability, political beliefs, sexual orientation, marital or family status, parental status or protected genetic information. Contractor further agrees that it will fully comply with any and all applicable Federal, State and local equal employment opportunity statutes, ordinances and regulations, including, without limitation, Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, the Age Discrimination in Employment Act of 1967, and the Equal Pay Act of 1963. Nothing in this section shall require Contractor to comply with or become liable under any law, ordinance, regulation or rule that does not otherwise apply to Contractor.