



**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



**PROJECT SOLICITING FOR INTEREST**

*William Cass, P.E.*  
*Commissioner*

*David Rodrigue, P.E.*  
*Assistant Commissioner*  
*Andre Briere, Colonel, USAF (RET)*  
*Deputy Commissioner*

**STATEWIDE ON-CALL PLANTS & WILDLIFE SERVICES AGREEMENT  
PRE-QUALIFIED LOW BID**

**POSTING DATE:** May 9, 2024

**SCOPE OF WORK:**

One (1) Statewide On-Call Agreement, anticipated to have a maximum value of \$250,000, over a three-year term, is needed to provide on-call services for the identification and evaluation of threatened and endangered plant and wildlife species, and invasive plant species, as well as technical writing services for projects and activities located throughout the state. Tasks may include:

- Field surveys to identify threatened and endangered plant species and their habitats, including for plant species requiring a qualified botanist ([botanist-qualifications.pdf \(nh.gov\)](#)),
- Mussel surveys,
- Acoustic surveys for bat species, including qualitative analysis of bat calls,
- Bat-bridge and bat-culvert assessments for signs of bat use,
- Essential Fish Habitat Assessments,
- Field review to identify invasive plant species on the NH invasive species list,
- Technical report writing for National Environmental Policy Act documents,
- Grant writing,
- Preparation of Biological Assessments for Endangered Species Act Section 7 Consultations,
- Preparation of applications and Habitat Conservation Plans for Endangered Species Act Section 10 permits,
- Preparation of applications for Candidate Conservation Agreements,
- Preparation and review of technical manuals and conservation plans,
- Coordination with regulatory agencies such as:
  - US Fish & Wildlife Service,
  - National Oceanic and Atmospheric Administration Fisheries,
  - NH Fish & Game Department,
  - NH Natural Heritage Bureau,
- Review of permit applications and permits for consideration of plants and animals,
- Review and evaluation of construction sites for permit compliance,
- Consultations for project evaluations with regulatory agencies,

This work will require individuals qualified to undertake consultation with the NH Fish & Game Department pursuant to [Chapter Fis 1000 Conservation of Threatened and Endangered Species](#), and with the US Fish & Wildlife Service pursuant to Section 7 of the Endangered Species Act.

Consultants submitting a Letter of Interest will be assessed on their capacity to perform the above-mentioned services, experience of the firm and staff, and availability to respond rapidly to multiple, concurrent on-call assignments.

Task orders assigned under this Agreement will be based on the bid item rates of selected firms.

**CONTACT INFORMATION:**

For additional information contact Kevin T. Nyhan, Administrator, Bureau of Environment, at (603) 271-3226 or, or [Kevin.T.Nyhan@dot.nh.gov](mailto:Kevin.T.Nyhan@dot.nh.gov).

**CLOSING DATE:**

**Interested firms must submit a Letter of Interest, no more than four (4) pages long, accompanied by no more than five (5) additional pages demonstrating the firm/individuals' ability to undertake the above work, along with one (1) additional page identifying three (3) current professional references, on or before June 13, 2024** to: Kevin T. Nyhan, Administrator, Bureau of Environment, NH Department of Transportation via e-mail (receipt will be confirmed) at [Bureau16@dot.nh.gov](mailto:Bureau16@dot.nh.gov), with the following in the subject line: “[COMPANY NAME] LOI for On-Call Plants & Wildlife Services].

**SERVICES REQUIRED:**

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