

Request for Information

Revised 10/10/2022



State of Alaska
Department of Fish and Game
Division of Wildlife Conservation

Date Issued: March 10, 2023

State of

Introduction:

The Department of Fish and Game, Division of Wildlife Conservation is seeking information from qualified parties/individuals capable and interested in leading and coordinating the revision of the Alaska State Wildlife Action Plan (SWAP). The contractor will be responsible for coordinating the written revision of the SWAP, utilize guidance from documents such as the "Eight Required Elements", "SWAP Best Practices", and "Guidance for Wildlife Action Plan Review and Revision," solicit, organize, and incorporate stakeholder feedback on prior plans (2015 and 2005 SWAPS), and on draft versions of newly revised plan that they will develop. They will also work closely with the ADF&G publications staff to track revisions and produce a final document for submission to the US Fish and Wildlife Service in October 2025.

Background Information:

The Nongame Program was established in 2003. It is housed within the Division of Wildlife Conservation and is a statewide program funded through the federal State Wildlife Grants Program. The Nongame Program later changed its name to the Wildlife Diversity Program. In 2015, the Wildlife Diversity Program was merged with the division's Endangered Species Program, and since that time, goes by the name of the Threatened, Endangered, and Diversity (TED) Program. The program is comprised of 10 biologists that are located in Juneau, Douglas, Anchorage, and Fairbanks. Our team of Wildlife Diversity Biologists in the program monitor and conduct [research on species of conservation concern](#) to mitigate threats, reverse declines, and avoid the need for listing under the federal Endangered Species Act. The Endangered Species Coordination team assists in recovering imperiled populations by participating in and leading Recovery Teams, as well as working with federal partners to provide additional information on the status of species throughout the state. Biologists from both elements of the TED Program work together to develop the [State Wildlife Action Plan](#), which is renewed every 10 years.

Leading the revision of the SWAP requires someone with very specific knowledge of the TED Program's mission, objectives, and non-game expertise. It also requires someone with an intimate knowledge of wildlife conservation in Alaska and that is closely connected to the conservation community in Alaska. The Contractor will need to be highly familiar with our current work and have numerous years of non-game experience that is Alaska specific.

Minimums:

1. Minimum of 10 years of experience as a wildlife biologist performing studies and management of a diversity of wildlife species in Alaska, with a focus on non-game species.
2. Experience with complex planning efforts related to fish or wildlife species management in Alaska.
3. Experience working with multiple partners on a planning effort including state and federal agencies, NGOs, universities, and the general public; ideally this includes identifying priorities for management or conservation actions.
4. Experience managing complex documents through multiple versions while coordinating with multiple participants and authors.
5. Experience reviewing and editing scientific documents prepared by others.
6. Experience writing peer reviewed publications.
7. Experience developing documents for publication and public consumption.
8. Knowledge and experience of Microsoft Word, PowerPoint, Outlook, and SharePoint or similar collaboration software.

Educational Experience:

A bachelor's degree from an accredited college in biology, a branch of biology, limnology, biometrics, oceanography, forestry, or natural resource management;

AND

One year of advanced professional level biologist experience. The required professional biologist work experience is met by service as a Fishery Biologist 2, Wildlife Biologist 2, Habitat Biologist 2, or Fisheries Geneticist 2 with the State of Alaska or the equivalent with another employer.

Budget:

Estimated between \$85,000-\$97,000 per year. Contract term of two (2) years and six (6) months (April 2023-December 31, 2025). Estimated budget total of \$264,000.00.

Procurement Officer contact information:

Interested parties/individuals must indicate their interest by submitting an electronic response (.pdf format is preferable)

with the following information:

- Firm Name;
 - Individual authorized to sign contracts;
 - Mailing address;
 - Phone number;
 - Email address;
 - Address how applicant meets or exceeds the experience requirements;
 - Confirmation that the firm can provide the project deliverables within the budget and timeline provided
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Submit an electronic response no later than 4:30pm, Prevailing Alaskan Time, on March 20, 2023, to the attention of:

Kristie Ely
Procurement Manager
(907) 465-6178
E-mail- kristie.ely@alaska.gov

Important Notice:

This RFI does not extend any rights to prospective contractors or obligate the state to conduct a solicitation or purchase any goods or services. Nor will the State be financially responsible for any costs associated with the preparation of any response for the requested information. This RFI is issued for the sole purpose of obtaining information as described in this notice. However, the information obtained from this request may be used to prepare a purchase, contract, or solicitation in the future.