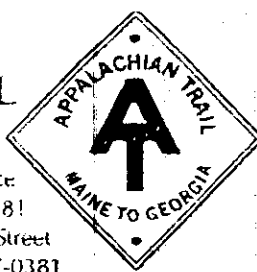


APPALACHIAN TRAIL CONFERENCE



Mid-Atlantic Regional Office
P.O. Box 381
4 East First Street
Boiling Springs, Pennsylvania 17007-0381
(717) 258-5771
Facsimile: (717) 258-1442

Memo

To: Consulting Biologists
From: Michele Miller *[Signature]*
Date: August 19, 1999

Subject: Appalachian Trail Natural Diversity Inventory in New Jersey

Enclosed you will find a Request for Proposals for a natural diversity inventory along the Appalachian National Scenic Trail in the state of New Jersey. This survey is being conducted in cooperation with the Appalachian Trail Conference (ATC), National Park Service (NPS), NJ Department of Environmental Protection (NJ DEP), NJ Natural Heritage Program (NJNHP) and the NY-NJ Trail Conference (NY-NJTC). It will be administered by the ATC.

The ATC is a private, non-profit, volunteer-based organization which coordinates the management, maintenance, construction and protection of the Appalachian National Scenic Trail. The ATC works in cooperation with the volunteers of the 31 hiking clubs which comprise its federation, and state and federal agencies along the A.T.'s 2160 mile route through 14 states. To date, natural diversity inventories have been completed for approximately 90% of the Trail's corridor.

Our primary interest is to inventory rare botanical species, however, we also hope to inventory rare animal species. Please prepare your bid so that the botanical and zoological components are separate. You may bid on either or both. Please itemize cost by class if you bid on the faunal inventory.

Thank you for your time in considering this Request for Proposals. We look forward to receiving your bid(s).

enclosure

cc Tom Breden, NJNHP (w/RFP)
Jeff Shreiner, Delaware Water Gap National Recreation Area (w/RFP)
Paul DeCoste/Glen Scherer, NJATMC (w/RFP)
Anne Lutkenhouse, NY-NJTC (w/RFP)
Carl Nordstrom, NJDEP Division of Parks and Forests (w/RFP)
Celeste Tracy, NJDEP Office of Natural Lands Management (w/RFP)
Kent Schwarzkopf, NPS (w/RFP)
Bob Proudman, ATC (w/RFP)

National Offices: Washington & Jackson Streets, P.O. Box 807, Harpers Ferry, West Virginia 25425 • (304) 535-6331

David B. Field
Chair
Sam T. Fitzgerald
Vice Chair-New England
Mid N. Barr
Vice Chair-Mid-Atlantic
Vince Hutchings
Vice Chair-Southern

Arthur P. Foley
Treasurer
Sara H. Davis
Secretary
Vaughn H. Thomas
Assistant Secretary
David N. Startzell
Executive Director

New England Region
Douglas Christie
Stephen L. Crowe
Peter Jensen
F. Peter Rentz
Steven Smith
Christine D. Wolfe

Mid-Atlantic Region
Robert E. Butt
Jane Daniels
Paul DeCoste
Edward E. Kenna
Eric Olson
Thyra Sperry

Southern Region
Michael Stewer
Theresa M. Duffey
William Keesee
Michael W. Connack
Marianne Stoen
James W. Whitney, Jr.

at Large
Frank Logue
Al Socha
www.atc.org

**Request For Proposals
Natural Diversity Inventory
Appalachian National Scenic Trail in New Jersey**

The Appalachian Trail Conference (ATC) is seeking resumes and bids from consulting biologists willing to survey and identify rare and unique plant and animal species and their habitat and communities within the Appalachian National Scenic Trail (AT) corridor in New Jersey; and to prepare a work plan and reports using ATC's standard format to describe and map the findings, and include threats to the species and management recommendations for enhancement and protection of those rare species and habitats found. The purpose of this project is to assist the ATC and its management partners, the National Park Service, the New Jersey Department of Environmental Protection, and the New York-New Jersey Trail Conference, in fulfilling their responsibilities for protection and management of significant natural communities and occurrences of rare plant and animal species within the New Jersey AT corridor.

Project Timeframe

Bids to be received by 7 September, 1999. Consultant selection is to be made by 15 September 1999.

Fieldwork to begin in September, 1999, and end in September, 2000. A work plan for the project shall be completed by 30 September 1999, an interim report shall be completed by 31 January 2000, the draft final report shall be completed by 15 November 2000, and the final report by 31 December 2000.

Project Location and Corridor Size

The corridor to be inventoried is bisected by the Appalachian Trail that runs for approximately 74 miles through the state of New Jersey, from the Delaware River at the Pennsylvania border to the New Jersey-New York border west of Greenwood Lake. The area to be inventoried will consist of all National Park Service Appalachian Trail Park Office land along the AT, and all other federal or state land within 500 feet of the AT. The total land area to be inventoried is estimated to be approximately 9,380 acres.

Description of Work

1. conduct a study to identify records, occurrences and status of plant and animal species and outstanding examples of vegetative communities within, adjacent to, or potentially occurring in the study area that are listed as rare, threatened, endangered or candidate by state or federal agencies. Biotic data should be compiled from: historical records, scientific literature, aerial photographs, satellite imagery, herbarium and museum specimen collections, consultation and data searches with the New Jersey Natural Heritage Program, consultation with experts on the flora and fauna of the region, and interviews with people familiar with the area; and
2. field survey and verify locations of recorded occurrences and potential habitat locations for new occurrences of rare species or communities likely to be present ; and
3. document existing conditions and resource threats (e.g. exotic species, insect pests, trampling) and provide management recommendations for sites that contain state or federally listed threatened, endangered, rare, or special concern plant and animal species, and exemplary natural communities or ecosystems; and
4. record and map all historical, previously recorded and extant rare species and exemplary community locations according to standard Natural Heritage Program methods and procedures, and in the format utilized in the AT inventories of other states; and
5. prepare a work plan for the project by 30 September 1999, an interim report by 31 January 2000, a draft final report by 15 November 2000, and a final report by 31 December 2000.

Rare Species and Communities to be Considered in Study

1. federally listed plant and animal species by U.S. Fish and Wildlife Service in the categories E (Endangered), T (Threatened), PE (Proposed Endangered), PT (Proposed Threatened), and C (Candidate) species; and
2. endangered and threatened plant and animal species listed by the state of New Jersey; and
3. rare plant and animal species and communities globally ranked as G1, G2 or G3 or state ranked as either S1, S2, S3, SX, SH or SU by the state natural heritage program; and
4. rare species or communities listed on other pertinent New Jersey state lists, as identified by the natural heritage program (e.g. potentially listed species, species of special concern, and rare and exemplary communities); and
5. rare animals present or potentially located along the A.T. in New Jersey, including mammals, birds, reptiles, amphibians, and invertebrates.

Report Content

The written reports shall be prepared to a level of detail and in a style consistent with the reports submitted for the states of Virginia and Massachusetts, example pages of which are attached or will be made available to the selected consultant(s).

The interim report shall include sections on methodology, findings of the autumn 1999 field season, and a revised work plan for the 2000 field season.

The draft final and final reports shall describe the project's study methods, accomplishments, findings and recommendations. For each previously recorded and extant species and community that occurred or occurs within the study area, the report will summarize the information from record searches and field surveys. The report will describe the species' or communities' locations and distribution; their habitat requirements and restrictions; their federal and state status, global and state rarity classification, and their rarity along the Trail in New Jersey; the significance of the population in relation to its state (and, if possible, national) distribution or range; and the degree of endangerment and known or suspected threats to the species or communities. Recommendations for monitoring, protection and management actions and procedures must be provided for all sites. The report should include maps that depict the locations of all historical and extant occurrences and identify sources for all recorded occurrences.

Any endangered or threatened species located during the field surveys shall be photographed, and color slides will be provided for use by the Appalachian Trail Conference. Illustrations of endangered, threatened, or rare species that are recommended for monitoring shall also be provided by the Consulting Biologist(s).

In addition to providing a paper copy of the final report, the Consulting Biologist(s) will provide ATC with an electronic copy of the final report for entry into the Appalachian Trail Conference's Trail resources database.

Format for Describing a Natural Heritage Site (example attached)

- Name, Location, Size and Ownership
- Summary Table
- Site Description
- Discussion of Rare Species or Communities Found
- Boundary Justification

- Threats
- Management and Protection Recommendations
- Site, Species, and Community Location Maps

Attachments

- Appalachian Trail Conference and National Park Service AT Brochures
- Example of Natural Heritage Site Report

Please send your bid and description of qualifications, including experience, to:

Michele Miller	and	Kent Schwarzkopf
Appalachian Trail Conference		National Park Service
P. O. Box 625		Appalachian Trail Park Office
Boiling Springs, PA 17007		Harpers Ferry Center
		Harpers Ferry, WV 25425

*The cost of the inventory may not be the controlling factor in the selection of a contractor for this job.
The following factors will be considered in addition to price:*

- Past performance
- Qualifications (including experience)
- Capacity to successfully complete the work

You may call for clarification to either:

Kent Schwarzkopf 304/535-6767
Natural Resources Specialist
National Park Service Appalachian Trail Office
Harpers Ferry, WV

Michele Miller 717-258-5771
Assistant Regional Representative
Appalachian Trail Conference
Boiling Springs, PA