

INVITATION FOR BIDS (IFB)

Scientific and Technical Support Services for Hawaiian Land Snail Feeding Ecology Research

Questions regarding this IFB can be directed to David Sischo, david.r.sischo@hawaii.gov

1. Project Overview

The Department of Land and Natural Resources (DLNR), Division of Forestry and Wildlife, seeks a qualified Contractor to provide scientific and technical support for a grant-funded research project. The project will investigate the feeding ecology of endangered Hawaiian land snails by examining relationships among native land snails, host plants, and microbial communities using field ecology, genomics, and microbial community analyses.

The specialized scientific expertise requested under this IFB is necessary to accomplish the technical objectives of the grant and is intended to supplement, rather than replace, existing Department staff.

The Contractor will serve as a member of the multidisciplinary research team under the direction of the DLNR Project Manager. This contract does not establish an independent research program; rather, it provides specialized scientific services necessary to accomplish the grant objectives.

Contract Period: August 25, 2026 – April 30, 2027

2. Scope of Work

The Contractor shall perform the following tasks under the direction of the Department's Project Manager. The Department may adjust priorities during the contract period provided all work remains within the scope described below. Adjustments shall not increase the maximum contract amount or materially alter the nature of the services described herein.

Required Services

1. Scientific and Technical Support

- Provide scientific consultation in Hawaiian terrestrial gastropod biology, ecology, taxonomy, and genomics.
- Review project methodologies and provide technical recommendations.
- Interpret scientific findings to support project objectives and conservation decision-making.

2. Experimental Design

- Review and refine study designs related to feeding ecology, habitat associations, and microbial ecology.
- Review laboratory and field protocols and recommend improvements where appropriate.

3. Field Research

- Participate in field surveys, habitat assessments, and biological sample collection.
- Provide technical guidance during field activities.
- Collect, document, preserve, label, and process biological samples according to approved protocols.

4. Data Analysis

- Analyze ecological, genomic, and microbial datasets.
- Prepare interpretations and science-based conservation recommendations.

5. Coordination and Reporting

- Coordinate with Department staff and project partners.
- Prepare reports and publications, and prepare technical sections of the final report.

3. Deliverables

1. Provide the scientific and technical services described in this IFB for a maximum of 1,300 labor hours during the contract period.
2. Submit monthly invoices.
3. Participate in at least (1) three-day field expeditions to Maui Nui.
4. Participate in at least (1) three-day field expeditions to Hawai'i Island.
5. Collect, document, preserve, label, and process ecological and microbiological samples during each expedition in accordance with approved protocols.
6. Provide written technical reviews of study designs, laboratory methods, and field protocols upon request.
7. Analyze ecological, genomic, and microbial datasets and prepare written summaries interpreting project findings.
8. Participate in a minimum of three (3) project coordination meetings.
9. Attend one (1) three-day grant coordination meeting in California.
10. Prepare technical sections of the final grant report and coordinate preparation of the complete report with project partners.
11. Submit all technical deliverables electronically in a format acceptable to the Department.

4. Acceptance of Deliverables

The Department's Project Manager shall review all deliverables for completeness and conformance with this IFB. Deliverables that do not meet the requirements of this contract may be returned for revision. Final acceptance shall occur upon satisfactory completion of all required services and deliverables.

5. Minimum Qualifications

To be considered responsive, bidders shall submit a qualifications narrative, curriculum vitae or résumé for all proposed key personnel, and documentation demonstrating the following minimum qualifications:

- Demonstrated expertise in Hawaiian terrestrial gastropod biology, ecology, and taxonomy.

- Demonstrated experience conducting ecological research involving Hawaiian terrestrial gastropods or other endangered terrestrial invertebrates.
- Demonstrated experience applying genomic sequencing, bioinformatics, or related molecular analytical methods to ecological or conservation research.
- Demonstrated expertise in microbial ecology, including analysis and interpretation of microbial community datasets.
- Demonstrated experience designing and implementing field studies involving biological sample collection for ecological or genomic analyses.
- Demonstrated experience analyzing ecological, genomic, and microbial datasets and translating findings into conservation or natural resource management recommendations.
- Demonstrated experience preparing scientific reports, peer-reviewed publications, technical reports, and or other written grant deliverables.
- Demonstrated ability to collaborate with government agencies, museums, universities, or other multidisciplinary research organizations.

The Department reserves the right to request additional documentation to verify the qualifications of proposed personnel.

6. Administrative Requirements

All work requiring the specialized qualifications identified in this IFB shall be performed by the key personnel identified in the successful bidder's response unless otherwise approved in writing by the Department. The Contractor shall comply with all applicable State and Federal requirements governing fieldwork, sample handling, and grant-funded activities. Total amount of bid should include funds for salary, travel, materials, and supplies directly associated with the project. Due to restrictions imposed by the grant, no indirect costs may be applied to this project.

Specifications Contact

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