



# New Hampshire Fish and Game Department

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Glenn Normandeau  
Executive Director

May 17, 2019

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

### Requested Action

Authorize the New Hampshire Fish and Game Department (NHFG) to enter into a **sole-source** contract with the Audubon Society of New Hampshire (ASNH), Concord, NH (vendor code 177508) in the amount of \$62,000.00 for implementing Wildlife Action Plan strategies from the date of Governor and Council approval through June 30, 2020. 100% Federal Funds.

Funding is available in account, Nongame Management as follows, contingent upon the availability and continued appropriations for State Fiscal Year 2020.

03-75-75-751520-2125 WILDLIFE PROGRAM – NONGAME MANAGEMENT

	<u>FY20*</u>
20-07500-21250000-304-500841 Research and Management	\$62,000.00

\*Pending budget approval

### Explanation

Since the New Hampshire Wildlife Action Plan was approved by the U.S. Fish and Wildlife Service in October 2016 biologists at NHFG and our conservation partners have been working diligently to implement the Plan. ASNH has been a long-standing partner in protecting and restoring New Hampshire's threatened and endangered wildlife. Through this collaboration the unique expertise of ASNH biologists has resulted in the return of peregrine falcons and the comeback of osprey to New Hampshire and also helped greatly with the recovery of bald eagles which were removed from the federal and state endangered species list.

As part of the Wildlife Action Plan revision scientists have identified 169 wildlife species and 27 habitats that are in greatest need of conservation in New Hampshire and recommends more than 70 strategies for conserving these species and habitats. Many of these are rare, special concern and state or federally listed avian species and the habitats they depend on for breeding and wintering. In order for NHFG to continue to qualify and receive funding through the federal State Wildlife Grant (SWG) program, the Department must implement the conservation strategies identified in the New Hampshire Wildlife Action Plan.

His Excellency, Christopher T. Sununu  
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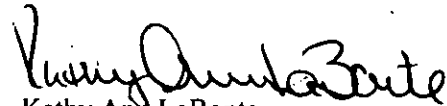
NHFG requests a sole source contract with ASNH to implement strategies identified in the New Hampshire Wildlife Action Plan as detailed in Exhibit A. ASNH staff are among the state's leading experts in Avian research and monitoring. This experience and expertise within one organization makes ASNH uniquely qualified to implement these projects. Under this agreement ASNH biologists will continue to implement management actions and provide technical expertise and/or training to individuals and organizations, as appropriate, to further the goal of conserving and protecting New Hampshire's threatened and endangered bird populations.

ASNH is a well-recognized and well-established organization in the state with an existing network of trained volunteers available to perform tasks such as monitoring of New Hampshire's wildlife populations. Therefore, ASNH has the ability to provide crucial non-federal matching funds which are required under the SWG program.

Respectfully submitted,



Glenn Normandeau  
Executive Director



Kathy Ann LaBonte  
Business Division

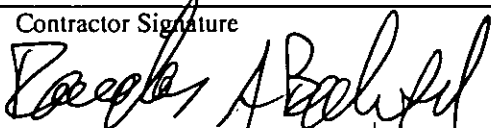
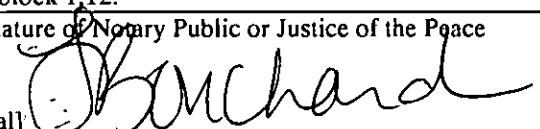
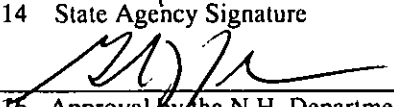
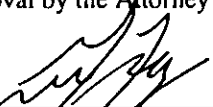
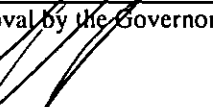
**Notice:** This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

**AGREEMENT**

The State of New Hampshire and the Contractor hereby mutually agree as follows:

**GENERAL PROVISIONS**

**1. IDENTIFICATION.**

1.1 State Agency Name NH Fish and Game Department		1.2 State Agency Address 11 Hazen Drive, Concord, NH 03301	
1.3 Contractor Name Audubon Society of New Hampshire		1.4 Contractor Address 84 Silk Farm Road, Concord, NH 03301	
1.5 Contractor Phone Number (603) 224-9909	1.6 Account Number 20-075-2125-304-500841	1.7 Completion Date 6/30/2020	1.8 Price Limitation \$62,000
1.9 Contracting Officer for State Agency Glenn Normandeau, Executive Director		1.10 State Agency Telephone Number (603) 271-3511	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Douglas Bechtel President	
1.13 Acknowledgement: State of <u>NH</u> , County of <u>Merrimack</u> On <u>May 16, 2019</u> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace  [Seal]			
1.13.2 Name and Title of Notary or Justice of the Peace LYNN BOUCHARD, NOTARY * LYNN M. BOUCHARD, Notary Public My Commission Expires January 24, 2023			
1.14 State Agency Signature 		1.15 Name and Title of State Agency Signatory Glenn Normandeau, Executive Director Date: <u>5/23/2019</u>	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By:  On: <u>5/29/19</u>			
1.18 Approval by the Governor and Executive Council (if applicable) By:  On: _____			

**2. EMPLOYMENT OF CONTRACTOR/SERVICES TO BE PERFORMED.** The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT A which is incorporated herein by reference ("Services").

**3. EFFECTIVE DATE/COMPLETION OF SERVICES.**

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.18, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.14 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

**4. CONDITIONAL NATURE OF AGREEMENT.**

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Contractor notice of such termination. The State shall not be required to transfer funds from any other account to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

**5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.**

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT B which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

**6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.**

6.1 In connection with the performance of the Services, the Contractor shall comply with all statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal opportunity laws. This may include the requirement to utilize auxiliary aids and services to ensure that persons with communication disabilities, including vision, hearing and speech, can communicate with, receive information from, and convey information to the Contractor. In addition, the Contractor shall comply with all applicable copyright laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3 If this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all the provisions of Executive Order No. 11246 ("Equal Employment Opportunity"), as supplemented by the regulations of the United States Department of Labor (41 C.F.R. Part 60), and with any rules, regulations and guidelines as the State of New Hampshire or the United States issue to implement these regulations. The Contractor further agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

**7. PERSONNEL.**

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this

Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

#### 8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 treat the Agreement as breached and pursue any of its remedies at law or in equity, or both.

#### 9. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

9.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

9.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

9.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

**10. TERMINATION.** In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT A.

**11. CONTRACTOR'S RELATION TO THE STATE.** In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

**12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.** The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice and consent of the State. None of the Services shall be subcontracted by the Contractor without the prior written notice and consent of the State.

**13. INDEMNIFICATION.** The Contractor shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based or resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Contractor. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

#### 14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate; and

14.1.2 special cause of loss coverage form covering all property subject to subparagraph 9.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than thirty (30) days prior to the expiration date of each of the insurance policies. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference. Each certificate(s) of insurance shall contain a clause requiring the insurer to provide the Contracting Officer identified in block 1.9, or his or her successor, no less than thirty (30) days prior written notice of cancellation or modification of the policy.

**15. WORKERS' COMPENSATION.**

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

**16. WAIVER OF BREACH.** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

**17. NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

**18. AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no

such approval is required under the circumstances pursuant to State law, rule or policy.

**19. CONSTRUCTION OF AGREEMENT AND TERMS.**

This Agreement shall be construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party.

**20. THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

**21. HEADINGS.** The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

**22. SPECIAL PROVISIONS.** Additional provisions set forth in the attached EXHIBIT C are incorporated herein by reference.

**23. SEVERABILITY.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

**24. ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire Agreement and understanding between the parties, and supersedes all prior Agreements and understandings relating hereto.

**Exhibit A**  
**Scope of Services**

**MONITORING AND MANAGEMENT OF NEW HAMPSHIRE'S WILDLIFE SPECIES OF CONCERN (NHFG Federal Aid Grant T2-3-R-2)**

**PROJECT 1: Species Recovery Planning (T2-3-R-2-P1)**

**A. NEED**

The list of threatened and endangered species identified under the NH Endangered Species Conservation Act was revised in 2017. For listed species it will be critical to develop detailed spatially explicit species recovery/management plans with targets and timeframes. Recovery planning will require coordination among multiple partners and species experts. Guidelines for assessing proposed projects that might impact those species need to be developed.

**B. OBJECTIVE**

Develop recovery/population management plans for species determined to be endangered, threatened, and special concern wildlife.

**C. APPROACH**

Using a template developed with NHFG, ASNH will develop species recovery plans for threatened and endangered species. In addition, ASNH will review and update priority actions for threatened and endangered bird species.

**D. EXPECTED RESULTS AND BENEFITS:**

Endangered, threatened, and special concern wildlife species in New Hampshire will benefit from having recovery/population management plans that include guidelines and recommendations to landowners for minimizing impacts to species. By establishing measurable recovery objectives, such plans will also allow conservation practitioners to more efficiently allocate resources toward species conservation. To the extent that data are available, spatially explicit population viability analysis will be conducted for listed species. Developing targets for species will help ascertain when species should be down- or de-listed from the state's Endangered Species Conservation Act (RSA 212-A, FIS 1000) in the future.

**E. TIMELINE AND REPORTING**

Recovery plans with targets will be developed for at least two species listed as endangered or threatened by **April 30, 2020**.

**PROJECT 7: Avian Research and Monitoring Coordination (T2-3-R-2-P7)**

**A. NEED**

In order to ensure that bird research and conservation conducted in New Hampshire contributes to the overall objectives and strategies in the NH WAP, it is desirable that a single point of contact be

established for avian research, monitoring, and inventory. The migratory nature of birds also dictates that survey, research, and conservation initiatives be coordinated among the states and countries that they migrate through, and breed and winter in. In response to the expansive areas required to support healthy populations of wild birds, most research and monitoring needs will be carried out as part of larger scale multi-state and international efforts.

Because of ASNH's long history of conducting bird research and work in New Hampshire, its professional ornithological staff and network of volunteers; it is both cost effective and efficient to develop a clearinghouse for state ornithological programs through this non-governmental organization. New Hampshire Fish and Game will use the expertise and consulting service of ASNH to make informed decisions on priority research and conservation needs for New Hampshire's birds. This expertise will also be employed where appropriate during revision of the New Hampshire Wildlife Action Plan so as to ensure that bird species of greatest conservation need receive thorough treatment and are appropriately prioritized.

## **B. OBJECTIVE**

Objective 1: Establish a principal contact person to coordinate avian research and monitoring in New Hampshire

Objective 2: Provide a representative for New Hampshire on regional and national bird conservation committees. This representative will serve to inform regional initiatives of priorities and activity at the state level and vice versa.

## **C. APPROACH**

ASNH will assign a qualified ornithologist to represent New Hampshire avian conservation interests with respect to both the implementation of the NH WAP and at meetings of regional partnerships. This person will also serve as a liaison between the New Hampshire Fish and Game Department and ASNH and oversee the coordination of bird research and monitoring within the state, as needed.

### Objective 1:

Task a: The assigned ornithologist (Bird Coordinator) will serve on the NH WAP Implementation Team, and provide input relative to WAP priority species, habitats, and strategies with respect to birds.

Task b: ASNH will provide NHFG and its partners with valuable data on the population status of the state's birds, including many of conservation concern that are potential indicators of habitat condition. To do so, ASNH will continue to coordinate the state's portion of the Breeding Bird Survey and provide updates on population status of Species of Greatest Conservation Need (SGCN) as appropriate. As part of this task, ASNH will 1) maintain and update the register of bird research and monitoring programs in NH that was developed under a previous contract, 2) compare on-going bird research and monitoring efforts with those identified in the NH WAP, and 3) recommend modifications that lead to better information on priority species and habitat indicators. This information will be summarized annually for the use of NHFG and its partners.



Task c: ASNH will provide quality control for bird data collected in New Hampshire by reviewing sightings submitted to NH Wildlife Sightings and coordinating review of sightings in eBird. At the end of the breeding season, the Bird Coordinator will query the eBird database for records of tracked species, and convert these to a form usable by the NHHB. Data will be limited to breeding records and records clearly suggesting breeding based on habitat and/or seasonal occurrence.

Task d: ASNH will help develop and/or implement monitoring protocols for bird SGCN, such as salt marsh birds, early successional birds, and other groups identified as priorities under previous tasks. This task may also include post-delisting monitoring protocols for recovered avian species or species approaching recovery. These protocols will be integrated into existing regional programs and coordinated among individuals or organizations with appropriate expertise. ASNH will provide guidance to NHFG on state implementation of regionally-developed monitoring protocols for priority species or species/habitat groups.

Task e: ASNH conservation biology staff will assist NHFG in technical review and guidance of bird-related research, monitoring, and management contracts administered by NHFG. This task will include review of permits and reports, input on issues requiring environmental review, and serving on relevant committees as needed.

**Objective 2:**

In consultation with NHFG staff, represent New Hampshire on Partners in Flight, Northeast Coordinated Bird Monitoring Partnership, Atlantic Coast Joint Venture Nongame Technical Section, Bird Conservation Region (BCR) Committees, and other regional meetings as approved by NHFG. On average there will be one or two such meetings per year. Representation involves bringing issues forward to regional groups that are of interest to New Hampshire, as well as providing a mechanism by which regional issues or initiatives are brought to the attention of NHFG.

**D. EXPECTED RESULTS AND BENEFITS**

Resources for wildlife conservation are limited, and coordinating wildlife conservation initiatives to align with the priorities set forth in the NH WAP will help ensure that resources are directed toward those species most in need of management, intensive monitoring, or other recovery efforts.

ASNH staff adds both manpower and insight into the coordination process, improving the speed and quality of on-the-ground implementation. ASNH staff are uniquely qualified to participate in the process, due to their integral involvement creating the underlying framework of the NH WAP. Additionally, ASNH staff is recognized as the authorities on bird distribution, monitoring, and conservation in the state. Using their expertise will result in a more efficient implementation of the NH WAP.

**E. TIMELINE AND REPORTING**

**Objective 1:**

Task a: Report on number of WAPIT meetings attended, and number of topics presented or discussions led, on April 15 and June 30, 2020.

Task b: Provide a biennial update to NHFG and its partners on the status of the State's bird populations by **March 31, 2020**. This update should include at minimum a summary of population trends of Species of Greatest Conservation Need based on the most recent data available, and include recommendations for new or revised research or monitoring projects based on existing bird data and WAP priorities. It will also include an updated version of the NH register of avian research and monitoring activity.

Task c: eBird downloads will be completed, reviewed, edited, and submitted to NHNHBB by **December 31, 2019**. Wildlife Sightings will be reviewed twice annually by August 1 and April 1.

Task d: Because regional monitoring programs are being developed by a mix of entities and on different time frames, it is not possible to assign a timeline to the second part of this task. As new monitoring programs are developed, ASNH will provide recommendations to NHFG within three months of each program's final draft being released. New programs restricted to NH will be developed as needed and as informed by prioritization efforts discussed above.

Task e: All new permits and reports will be reviewed in a timely manner and within any deadlines set by the associated contracts. A summary of technical assistance provided to NHFG will be provided by **April 15** and again on **June 30, 2020**. Summary reports will include # permits reviewed, # environmental reviews conducted for which species, and any other technical assistance provided.

Objective 2:

Provide summary reports and recommended actions to NHFG within two weeks of returning from regional meetings.

**PROJECT 12: Raptor Monitoring and Management (T2-3-R-2-P12)**

**BALD EAGLE MONITORING**

**A. NEED**

Bald Eagles have recently been removed from the state threatened list in New Hampshire due to population recovery, but nesting locations are still protected by the Bald and Golden Eagle Protection Act. This necessitates a regular survey of nesting locations that can be used to update the NH Natural Heritage Database for this species.

**B. OBJECTIVE**

Objective 1. Monitor 20% (n= 15) of known Bald Eagle nest sites each year to determine if they are occupied (pair present) still active. Over five years, this will result in a statewide survey of known active nests,

Objective 2. Follow up on new Bald Eagle nests as they are reported, and incorporate these locations into the five year monitoring rotation in future years.

### **C. APPROACH**

#### Objective 1.

The contractor will divide known eagle nests as of March 2019 into five groups, based in part on location and density, and survey each site twice during the early breeding season (March to May) to determine territory occupancy. The contractor will involve volunteers or regional NHFG staff, to the extent possible, to monitor known nests and investigate reports of previously unknown nest sites. Newly identified nest sites will be monitored according to the standardized protocol.

#### Objective 2.

The contractor will follow up on potential new nest sites, determine if these sites are indeed occupied, and assign them to one of the five monitoring units used in Objective 1.

### **D. EXPECTED RESULTS AND BENEFITS**

Monitoring Bald Eagle nests with a five year moving window allows NHFG to effectively respond to permit requests (e.g., dam relicensing, shoreline development, highway work, timber harvests, etc.) and ensure that species recovery is sustained. NH Audubon staff have the expertise and volunteer contacts to implement this task in an efficient manner.

### **E. TIMELINE AND REPORTING**

#### Objective 1.

Summary of occupancy of the focal one fifth of nest sites will be due to NHFG no later than **September 1, 2019**. These data will also be provided to NHFG in an electronic format compatible with inclusion to the NH Natural Heritage Database.

#### Objective 2

Task a: Locations of new nest sites and their breeding status will be included in the summary and data transfer referenced under Objective 1.

### **BALD EAGLE MANAGEMENT**

#### **A. NEED**

Over the last several decades, New Hampshire's Bald Eagle population has expanded to the extent that the species was removed from the state threatened list. Given the significantly larger population, management activities are less necessary, and only need to be implemented in situations where threats are highest.

#### **B. OBJECTIVE**

Implement population management actions during the breeding season to further the goal of conserving and protecting New Hampshire's bald eagle population.

#### **C. APPROACH**

Where warranted, the contractor will implement appropriate management strategies to protect bald eagle breeding sites (e.g., post signs).

#### **D. EXPECTED RESULTS AND BENEFITS**

ASNH will conduct management activities that reduce threats to bald eagles in New Hampshire and therefore sustain the species' recovery. Because ASNH has expertise with this species and on-the-ground conditions, more efficient and effective recommendations can be identified.

#### **E. TIMELINE AND REPORTING**

A summary of work will be provided by **October 1, 2019**.

### **PEREGRINE FALCON MANAGEMENT**

#### **A. NEED**

Peregrine falcon populations have expanded in New Hampshire over the last several decades. As these species approach or achieve population recovery, the numbers of instances of conflict with human activities will likely increase. Ignoring such conflicts could limit progress towards species recovery, jeopardize recovery recently achieved by species of concern, and contribute to more landowner-wildlife conflicts.

#### **B. OBJECTIVE**

Implement population management actions, as appropriate, during portions of the breeding seasons covered by this contract (end of 2019 season and beginning of 2020 season [through June 30] to further the goal of conserving and protecting New Hampshire's peregrine falcon population.

#### **C. APPROACH**

Where warranted, the contractor will implement appropriate management strategies to protect peregrine falcon nest sites (e.g., post signs to limit recreational activity, nest box installation, and other appropriate techniques).

#### **D. EXPECTED RESULTS AND BENEFITS**

ASNH will conduct management activities that reduce threats to peregrine falcons in New Hampshire and therefore will aid recovery efforts. Because ASNH has expertise on these species and on-the-ground conditions, more efficient and effective recommendations can be identified.

#### **E. TIMELINE AND REPORTING**

Work will be summarized in a final report due **October 1, 2019** and a draft interim report due **June 30, 2020**.

### **NORTHERN HARRIER MONITORING**

#### **A. NEED**

Northern Harrier is listed as endangered in New Hampshire, but no comprehensive assessment of the species' current distribution and population size has been attempted for roughly two decades. At the same time, it is believed that the population has continued to decline, with harriers no longer occupying historic territories in the central part of the state. An updated picture of harrier status is thus critical to evaluate future recovery or management efforts and to evaluate the nature of existing or emerging threats.

#### **B. OBJECTIVE**

Initiate a project to determine areas currently used by harriers and measure breeding success at these sites.

#### **C. APPROACH**

Task a. Using historic data and more recent data submitted to eBird, conduct a preliminary survey of sites in Coos County in July and August of 2019 to determine general occupancy and signs of successful reproduction. Use these data to identify areas to work more intensively in upcoming field seasons.

Task b. In 2020 visit areas identified in Task a weekly during May and bi-monthly during June to document signs of probable breeding activity, including courtship, nest building, and persistent presence.

#### **D. EXPECTED RESULTS AND BENEFITS**

Given the age of existing data, harrier surveys will determine population status and productivity and will fill a critical need for one of New Hampshire's endangered species. ASNH's historical expertise with this species facilitates implementation of a population assessment.

#### **E. TIMELINE AND REPORTING**

Summaries of field work, with a focus on active harrier territories and breeding success, will be provided on **November 1, 2019** (preliminary field season) and **June 30, 2020**. These data will also be provided to NHFG in an electronic format compatible with inclusion to the NH Natural Heritage Database.

### **PROJECT 13: Cliff Swallow Monitoring and Management (T2-3-R-2-P13)**

#### **A. NEED**

Populations of aerial insectivorous birds (e.g., swifts, swallows, flycatchers) are in strong decline both continentally and in the northeastern United States, and several species were included as SGCN in the 2015 New Hampshire Wildlife Action Plan. Three of these are swallows: Bank Swallow, Cliff Swallow, and Purple Martin. While populations of Cliff and Bank swallows are still distributed over a large portion of New Hampshire, a long-term decline in the number of Cliff Swallow colonies led to that species being proposed as threatened under RSA 212 in 2016. Among the threats identified for this species are human activities that disturb or destroy their colonies. If not

addressed, such activities have the potential to reduce reproductive success or even lead to colony abandonment. Minimizing such impacts can ensure that the species still has places to nest in the face of other – but poorly known – threats such as climate change, pesticides, and events during the non-breeding season. For colony-focused conservation actions to be effective, it is also important to have accurate information on the distribution and size of Cliff Swallow colonies in the state.

## **B. OBJECTIVES**

Objective 1: Conduct 1 investigation evaluating the distribution and occupancy of cliff swallow colonies in NH.

Objective 2: Develop content for a brochure that summarizes Cliff Swallow status in New Hampshire and explains how the species' colonies can best be managed when their locations cause conflict with human activities.

Objective 3: Provide technical assistance to landowners who currently support Cliff Swallow colonies.

## **C. APPROACH**

Objective 1: Through a combination of volunteers and staff, NHA will

- a) visit historic colony sites to confirm persistence and estimate current size
- b) search for new colonies in locations where swallow activity indicates the presence of a previously unknown nesting site
- c) encourage reporting of completely new colonies through outreach to NH birders and other wildlife enthusiasts (e.g., birding listserv, NH Audubon website and publications).

All colony data will be provided to the NH Natural Heritage Bureau and NHFG.

Objective 2: Compile known information on Cliff Swallow colony management into a single document that can be used when landowners who support colonies request or require technical assistance. NHA will work with NHFG to determine best format for final publication (e.g., UNH Landowner Stewardship series, NHFG publication, etc.)

Objective 3:

NHA will provide technical assistance to private landowners. NHA will identify priority landowners to target during the course of survey efforts. Technical assistance will include providing information on basic biology of species, conservation status and needs, and actions to maintain or improve their status. Technical assistance will be targeted at landowners with known current or historic cliff swallow colonies. Technical assistance materials developed under Objective 2 will be provided to landowners as warranted.

## **D. RESULTS AND BENEFITS**

Sometimes conservation measures for species of concern are best implemented when the species are

still relatively widespread. In such cases there are more locations where conservation actions can be tried, and there is more flexibility for experimental approaches that would be less feasible for more vulnerable species. Although the factors driving the declines of Cliff Swallows are still largely unknown, some threats are clearly related to persistence and success of existing colonies. By gaining a better understanding of colony locations, developing management recommendations, and conducting site-specific outreach, it may be possible to mitigate many of these site-based threats. If swallow populations continue to decline despite such measures, it is a clear indication that other factors are influencing them. In such a case, having numerous secure colony sites may facilitate future research on these still unknown limiting factors.

#### **E. TIMELINE AND REPORTING**

Objective 1: Summary reports of colony location surveys will be provided at the end of the field season and/or contract deadline (**August 31, 2019, June 30**). All data will be included in the annual submission of tracked species locations to the NH Natural Heritage Bureau at the end of each calendar year.

Objective 2. Draft brochure developed by **September 30, 2019**. After input from NHFG and outside experts, final version available by **March 1, 2020** for future distribution to landowners.

Objective 3: In the survey reports, include information on landowner technical assistance when it occurred for a given colony.

#### **PROJECT 15: Common Nighthawk Monitoring and Management (T2-3-R-2-P15)**

##### **A. NEED**

Common Nighthawks are currently listed as endangered in New Hampshire, with fewer than ten confirmed nesting sites in a given year. Numbers have continued to decline and it is important that nesting information is incorporated into the NH Natural Heritage Bureau database to be available for environmental review.

Since 2012 there have been three nighthawk mortalities at a wind turbine site in New Hampshire, and other projects proposed for ridgelines have the potential for similar issues. Although such mortality is listed as a “low” threat in the Wildlife Action Plan, it has the potential to affect New Hampshire’s population quite strongly, and perhaps even lead to local extirpation. As such, there is a need for a standard recommended protocol for monitoring and management at wind turbine sites to avoid such mortality. There is a concurrent need for a guide to Common Nighthawk monitoring and behavior in relation to locating nests.

##### **B. OBJECTIVES**

Objective 1: Evaluate population status of Common Nighthawks at the two core sites in NH: Ossipee Pine Barrens and Concord.

**C. APPROACH**

Objective 1: ASNH will use staff and volunteers to conduct two surveys in the Ossipee Pine Barrens and three in Concord. Data on nesting locations will be provided to the NH Natural Heritage Bureau.

**D. EXPECTED RESULTS AND BENEFITS:**

It is important to maintain on potential or confirmed nesting sites as a tool to guide management and evaluate impacts of human activity, with particular attention paid to wind facilities, where mortalities have been documented in the past.

**F. TIMELINE AND REPORTING**

Objective 1: Annual nest site data will be provided to the NH Natural Heritage Bureau and NHFG by **January 31, 2020.**

Contractor Initials DAB  
Date 5/16/19



**EXHIBIT B**

**Method of Payment**

**Budget**

<b>Grant</b>	<b>Project</b>	<b>Job</b>	<b>Fed. Funds</b>	<b>Est. Match</b>	<b>Total</b>
T23-R-1: Monitoring and Management of New Hampshire's Wildlife Species of Concern	1 (Species recovery planning)		\$1,560	\$780	\$2,340
	7 (Bird Research and Monitoring Coordination)		\$30,000	\$15,000	\$45,000
	12 (Raptor Monitoring and Management)	Monitor Population Trends for Threatened and Endangered Wildlife (Bald Eagle)	\$5,000	\$2,500	\$7,500
		Wildlife Population Management (Bald Eagle)	\$1,000	500	\$1,500
		Wildlife Population Management (Peregrine Falcon)	\$5,000	\$2,500	\$7,500
		Monitor Population Trends for Threatened and Endangered Wildlife (Northern Harrier)	\$14,940	\$7,470	\$22,410
	(Cliff Swallow monitoring and management)		\$2,500	\$1,250	\$3,750
	(Common Nighthawk)		\$2,000	\$1,000	\$3,000
<b>Direct Cost</b>					76,410
<b>Indirect Cost (30%)</b>					\$16,590
<b>TOTAL COST</b>			\$62,000	\$31,000	\$93,000

Contractor Initials DAB  
 Date 5/16/14

1. The New Hampshire Fish and Game Department agrees to reimburse the contractor up to \$62,000.00 of approved project expenses in accordance with the above budget.
2. The Contractor agrees to provide \$31,000.00 in cash and in-kind service as available match for federal funds provided through this contract. The contractor may also report additional non-federal funds necessary and reasonable for project expenses.
3. The Contractor shall apply for reimbursement of actual costs through submission of an invoice on a quarterly basis within fifteen (15) days after the end of the quarter. Each invoice is to be itemized by project and job to show the federal portion and include Federal Aid project and job number(s) to be supplied by NHFG, ASNH portion, and the total project cost. Cost for each project shall be supported by attaching a summary report for the invoice period showing work hours billed for the period and costs by major cost category, including allocation of indirect costs at 30% of direct salary and benefit costs, and the value and source of any in-kind match.
4. Reimbursement for the final quarter shall not be made until all required reports have been received and approved by NHFG for submission to the division of Federal Aid, U.S. Fish and Wildlife Service, Hadley, Massachusetts, as required by Federal regulations.
5. Continuation of this contract for the full project period is subject to availability of federal funds for this purpose. If funding is not available, the Contractor will be reimbursed on a prorated basis for the project expenses incurred up to the termination date.
6. Federal Tax ID: 02-600-5322
7. The Contractor agrees to maintain financial documents necessary to comply with State and Federal regulations. Federal regulations are provided in Exhibit C.
8. Any publications or publicity regarding these projects must recognize funding sources and cooperative arrangement with the New Hampshire Fish and Game Department.
9. NHFG will provide the contractor with any revisions or additions to grant titles and project or job codes during the contract period.

### **EXHIBIT C**

#### **1. Federal Award Information**

Through execution of this agreement, the contractor acknowledges that they are a sub-recipient of the New Hampshire Fish and Game Department under State Wildlife Grants Application for Federal

Assistance titled NH T2-3-R- 2 Monitoring, Management and Recovery of New Hampshire Wildlife Species of Concern and the corresponding federal assistance grant from the Department of the Interior, United States Fish and Wildlife Service. Awards from the Fish and Wildlife Service are subject to the terms and conditions incorporated into the award either by direct citation or by reference to the following: Federal regulations; program legislation or regulation; and special award terms and conditions. The Federal regulations applicable to Service recipients and their sub-recipients and contractors are currently listed by recipient type in the Service Financial Assistance Award Terms and Conditions posted on the Internet at <http://www.fws.gov/grants/>.

Title of Federal Award/Project: NH T2-3-R-2 Monitoring, Management and Recovery of New Hampshire Wildlife Species of Concern  
Federal Grant Number: F18AF00374  
Federal Funding Agency: United States Fish and Wildlife Service  
CFDA Number/Title: 15.634 State Wildlife Grants  
Prime Recipient: State of New Hampshire Fish and Game Department  
Federal Award Date: April 1, 2018  
State Grant ID Reference: T2-3-R-2  
Period of Performance: April 1, 2018-March 31, 2023  
Federal Funds to Sub-recipient: \$62,000.00  
Federal R&D Funds (yes/no): NO

Project Contact:  
Michael Marchand  
Wildlife Diversity Biologist  
NH Fish and Game  
271-3016  
[michael.marchand@wildlife.nh.gov](mailto:michael.marchand@wildlife.nh.gov)

Administrative Contact:  
Randy Curtis  
Federal Aid Administrator  
NH Fish and Game  
271-0801  
[randy.curtis@wildlife.nh.gov](mailto:randy.curtis@wildlife.nh.gov)

## 2. Federal Compliances

All requirements and regulations, applicable to the Federal award are hereby adopted in full force and effect with respect to this contract. The contractor agrees to comply with the following provisions, as applicable:

- a. Program Authorization / Legislation: State Wildlife Grants (CFDA# 15.634)
- b. 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- c. 2 CFR Part 25, Universal Identifier and Central Contractor Registration
- d. 2 CFR Part 170, Reporting Subawards and Executive Compensation

- e. 2 CFR Part 175, Award Term for Trafficking in Persons (Term is applicable to private entity subrecipients)
- f. 2 CFR Part 200.322, Procurement of Recovered Materials
- g. 2 CFR Part 200, Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters (Applicable to awards with a total Federal share of more than \$500,000)
- h. 2 CFR Part 1400, Government-wide Debarment and Suspension (Non-procurement)
- i. 2 CFR Part 1401, Requirements for Drug-Free Workplace (Financial Assistance)
- j. 43 CFR Part 17, Nondiscrimination in Federally Assisted Programs of the Department of the Interior
- k. 43 CFR 18, New Restrictions on Lobbying
- l. 41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

(a) This award, related subawards, and related contracts over the simplified acquisition threshold and all employees working on this award, related subawards, and related contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies established at 41 USC 4712.

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

- m. Executive Order 13513, Federal Leadership on Reducing Text Messaging while Driving: Recipients are encouraged to adopt and enforce policies that ban text messaging while driving, including conducting initiatives of the type described in section 3(a) of the Order.

**3. Certification Regarding Debarment and Suspension – Lower Tier Covered Transactions**

The contractor hereby certifies per Subpart C of 2 CFR Part 180 that neither the contractor nor its principles (officers, directors, owners, or partners) are presently debarred, suspended, proposed for debarment, declared ineligible, or otherwise excluded by any federal department or agency from participating in transactions supported by Federal funds.

**4. Certification Regarding Lobbying**

The contractor and any sub-contractors awarded funds in excess of \$100,000 shall file the declaration

required by 31 U.S.C. 1352(b) and implemented for the Department of the Interior through 43 CFR Part 18. Acceptance of this contract represents the contractor's certification of the statements in 43 CFR Part 18, Appendix A, Certification Regarding Lobbying. Each tier must certify to the tier above that it has not used Federal appropriated funds to pay any person or organization to influence or attempt to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or other award covered by 31 U.S.C. 1352. Each tier shall also disclose, if required, any lobbying conducted with non-federal funds in connection with obtaining a federal award. Such disclosures shall be forwarded from tier to tier by completing a "Disclosure of Lobbying Activities" (Form SF-LLL).

**5. Access to Records**

The contractor shall permit New Hampshire Fish and Game Department and its auditors access to any books, documents, paper, and records of the contractor which are directly pertinent to the Project for making audits, examination, excerpts, and transcriptions. This also includes timely and reasonable access to contractor's personnel for the purpose of interview and discussion related to such documents.

**6. Record Retention Requirements**

As required by 2 CFR 200.333, financial records, supporting documents, and any other contractor records pertinent to this agreement must be retained for a period of three years from the date of submission of the final expenditure report. If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.

# State of New Hampshire

## Department of State

### CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that THE AUDUBON SOCIETY OF NEW HAMPSHIRE is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on June 29, 1920. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 61257

Certificate Number: 0004491005



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed  
the Seal of the State of New Hampshire,  
this 8th day of April A.D. 2019.

A handwritten signature in black ink, appearing to read "William M. Gardner".

William M. Gardner  
Secretary of State



**Corporate Resolution**

**Authorization to Execute Documents and Contracts**


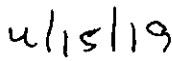
To whom it may concern:

The Board of Trustees of Audubon Society of New Hampshire (dba New Hampshire Audubon) hereby authorizes the following staff to sign documents and contracts on behalf of the organization to enable it to carry out its day to day operations, including but not limited to documents acknowledging receipt of trust funds, asset transfers and financial documents. This document does not authorize the individuals listed for check signatory privileges. This authorization shall remain in force and effect for the current fiscal year commencing April 1, 2019 and ending March 31, 2020.

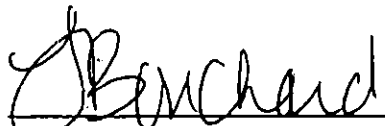

The following individuals listed are duly authorized:

- Douglas Bechtel, President
- Joseph Consentino, Director of Finance

This has not been amended or repealed as of this date.

 \_\_\_\_\_  \_\_\_\_\_  
David Howe, Secretary Date  
Audubon Society of New Hampshire

Sworn and subscribed before me

 \_\_\_\_\_  \_\_\_\_\_  
Notary Public Date

My commission expires:

**LYNN M. BOUCHARD, Notary Public**  
My Commission Expires January 24, 2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: USI Insurance Services LLC, 3 Executive Park Drive, Suite 300, Bedford, NH 03110, 855 874-0123. CONTACT NAME: sandy.lacroix@usi.com. INSURER(S) AFFORDING COVERAGE: INSURER A: Philadelphia Indemnity Insurance Co. (NAIC # 18058), INSURER B: Acadia Insurance Company (NAIC # 31325).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability (PHPK1963685), Automobile Liability (PHPK1963679), Umbrella Liability (PHUB670469), and Workers Compensation and Employers Liability (WCA000535938).

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) NH Fish & Game Department, Wildlife Division is named as additional insured with respect to the General Liability.

CERTIFICATE HOLDER: State of New Hampshire, Fish and Game Department, 11 Hazen Drive, Concord, NH 03301. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: See Mark