

STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES
Division of Forestry and Wildlife
Honolulu, Hawaii 96813

June 14, 2013

Chairperson and Members
Board of Land and Natural Resources
State of Hawaii
Honolulu, Hawaii

Land Board Members:

SUBJECT: REQUEST APPROVAL FOR SELECTION OF THE COMPETITIVE SEALED PROPOSAL PROCESS AND AUTHORIZE THE CHAIRPERSON TO AWARD, EXECUTE, AND EXTEND CONTRACTS FOR THE IMPLEMENTATION OF WATERSHED MANAGEMENT PLANS NEGOTIATED WITH PRIVATE LANDOWNERS AND TO IMPLEMENT “THE RAIN FOLLOWS THE FOREST” INITIATIVE FOR FY2014

BACKGROUND

Since 2005, DOFAW’s Watershed Partnership Program has annually funded projects as authorized by HRS Section 247-7, for the implementation of projects undertaken with watershed management plans negotiated with private landowners. In 2013, the State Legislature appropriated \$3.5 million in General funds to continue the Department’s “Rain Follows the Forest” Initiative.

DISCUSSION

Funding will be provided for management actions that will affect areas identified as priority watersheds by DLNR’s “Rain Follows the Forest” Plan, which will guide evaluation criteria.

Based on the requirements and special conditions of this procurement, DOFAW recommends that a competitive sealed proposal process be used for source selection. Such an approach will be the most advantageous procurement process for the solicitation because:

- 1) The primary consideration for the determination of the awards for this Request For Proposals is not price.
- 2) Oral or written discussion may need to be conducted with the Applicants concerning technical and price aspects of their proposals.
- 3) Applicants may need to be afforded the opportunity to revise their proposals, including price.
- 4) Awards may need to be based upon a comparative evaluation as stated in the request for proposals of differing price, quality, services and other contractual factors in order to determine the most advantageous offering to the State.

Pursuant to HAR 3-122-43, a determination by the Department procurement officer must be made for the use of the competitive sealed proposal process over the competitive sealed bidding process when the competitive sealed bidding process is neither practicable nor advantageous to the State. Additionally, pursuant to HAR § 3-122-45, a determination must be made by the procurement officer that an evaluation committee, selected in writing by the procurement officer, shall evaluate the competitive sealed proposals. The Division recommends the use of an evaluation committee for the selection of the proposals which will allow for an objective review, evaluation, ranking and selection of the most qualified proposal for the program. The evaluation committee must consist of at least three government employees with sufficient qualification in the area of the goods or services to be procured; DOFAW recommends the following individuals:

Lisa Ferentinos, DOFAW Watershed Planner
Lisa Hadway, DOFAW Hawaii Island Branch Manager
Joshua Atwood, Hawaii Invasive Species Committees Coordinator
Sheri Mann, DOFAW Forester
Fern Duvall, DOFAW Wildlife Biologist
Jennifer Higashino, US Fish and Wildlife Service
Cynthia King, DOFAW Entomologist
Jeremy Kimura, Commission on Water Resource Management

In order to expedite the contracts for this procurement, DOFAW requests that the Board delegate authority to the Chairperson to award, execute and extend contracts for goods and services based on the recommendations of the evaluation committee and other terms and conditions as may be prescribed by the Chairperson to best serve the interest of the State including extending contracts as appropriate. Should any of the committee members be unable to serve, the committee will be reduced in size or alternates with similar knowledge will be substituted and any changes and final make-up of the evaluation committee kept in the contract file.

CHAPTER 343 COMPLIANCE

At its July 22, 2011 meeting, the Board authorized the Chairperson to determine and approve Chapter 343, HRS environmental compliance requirements, including approval of declarations of exemptions, as applicable, for Watershed Partnership Program projects.

RECOMMENDATIONS:

That the Board:

- 1) Approves the use of:
 - a. A competitive sealed proposal for a solicitation for FY 2014 Watershed Management (RFP WP14).
 - b. An evaluation committee comprised of the individuals identified above to serve, evaluate and select the competitive sealed proposals.

- 2) Delegates authority to the Chairperson to:


- a. Award, execute and extend contracts for goods and services, subject to the availability of funds and approval by the Department of the Attorney General.

Respectfully submitted,



ROGER H. IMOTO,
Administrator

APPROVED FOR SUBMITTAL:



WILLIAM J. AILA, JR., Chairperson
Board of Land and Natural Resources