

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

July 24, 2015

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 FOR FISCAL YEAR 2016

BACKGROUND

Since 1991, the State of Hawaii has participated in the formation of Watershed Partnerships across the state. These partnerships are voluntary alliances of public and private landowners dedicated to the protection of Hawaii's forested watersheds for water recharge and other ecosystem services through collaborative management. The Division of Forestry and Wildlife's (DOFAW) Watershed Partnership Program provides technical assistance and financial resources to the partnerships, as authorized by Act 84 (Session Laws of Hawaii 2015), for the implementation of projects undertaken with watershed management plans negotiated with private landowners.

DISCUSSION

Funding will be provided for management actions that affect areas identified as priority watersheds.

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 (RFP) 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 Hawaii Administrative Rules (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. DOFAW 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 proposals 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:

Katie Ersbak, DOFAW Watershed Partnerships Planner
Emma Yuen, DOFAW Natural Area Reserves System Planner
Marigold Zoll, DOFAW Native Ecosystems Protection and Management Manager
Sheri Mann, DOFAW Forestry Program Manager
Joshua Atwood, DOFAW Invasive Species Coordinator
Jennifer Higashino, U.S. Fish & Wildlife Service (USFWS)

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, 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 Land Board authorized the Chairperson to determine and approve Chapter 343, HRS environmental compliance requirements, including approval of declarations of exemptions, as applicable, for projects under the Watershed Partnerships Program.

RECOMMENDATION:

That the Board:

- 1) Approve the use of:
 - a. A competitive sealed proposal for a solicitation for FY 2016 Watershed Management (RFP WP16).
 - b. An evaluation committee comprised of the individuals identified above to serve, evaluate and select the competitive sealed proposals.

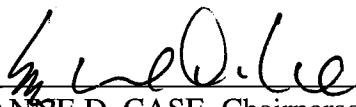
- 2) Delegate authority to the Chairperson to:
 - a. Award, execute and extend contracts for goods and services, subject to the availability of funds and approval by the Department of the Attorney General.

Respectfully submitted,



SCOTT FRETZ,
Acting Administrator

APPROVED FOR SUBMITTAL:



SUZANNE D. CASE, Chairperson
Board of Land and Natural Resources