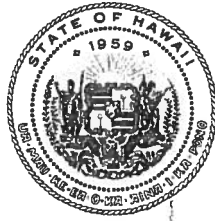


DAVID Y. IGE
GOVERNOR OF
HAWAII



**STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES**

POST OFFICE BOX 621
HONOLULU, HAWAII 96809

SUZANNE D. CASE
CHAIRPERSON
BOARD OF LAND AND NATURAL RESOURCES
COMMISSION ON WATER RESOURCE MANAGEMENT

KEKOA KALUHIWA
FIRST DEPUTY

JEFFREY T. PEARSON, P.E.
DEPUTY DIRECTOR - WATER

AQUATIC RESOURCES
BOATING AND OCEAN RECREATION
BUREAU OF CONVEYANCES
COMMISSION ON WATER RESOURCE MANAGEMENT
CONSERVATION AND COASTAL LANDS
CONSERVATION AND RESOURCES ENFORCEMENT
ENGINEERING
FORESTRY AND WILDLIFE
HISTORIC PRESERVATION
KAHOOLAWE ISLAND RESERVE COMMISSION
LAND
STATE PARKS

April 13, 2017

Chairperson and Members
Board of Land and Natural Resources
State of Hawai'i
Honolulu, Hawai'i

Land Board Members:

SUBJECT: REQUEST APPROVAL FOR SELECTION OF COMPETITIVE SEALED PROPOSAL AND AUTHORIZE THE CHAIRPERSON TO AWARD AND EXECUTE A CONTRACT TO ORGANIZE, COORDINATE AND FACILITATE THE DEVELOPMENT OF A NEW STATE HISTORIC PRESERVATION PLAN (STATE PLAN) FOR 2018-2022 WITH APPROVAL OF THE NATIONAL PARK SERVICE (NPS)

This Board Submittal requests approval to issue a Request for Proposal (RFP) under the competitive sealed proposal process, and authorize the Chairperson to award and execute a contract to organize, coordinate and facilitate the development of a new State Plan and resulting final draft of the Plan with approval of the NPS.

BACKGROUND

The contract will require the contractor to organize, coordinate, and facilitate the development of a State Plan by creating a framework for the plan, identifying external and internal environments, identifying and prioritizing salient preservation issues, and formulating a report recommending approaches, activities, and projects to address the issues. Furthermore, compliance with the Secretary of the Interior's Standards and guidelines for State Plan's mandates gathering extensive community input from various stakeholders throughout the State using a multitude of different media, including facilitated community meetings on the neighbor islands which in the past has required significant resources.

The State Plan is a federal requirement of the National Historic Preservation Act of 1966 for State Historic Preservation Offices receiving funding support from the federal Historic Preservation Fund [Section 101 (b) (3) (c) of the Act], [16 U.S.C. 470a(b)], and [36 CFR 61.4(b)]. It was also one of the required elements of the SHPD, NPS Corrective Action Plan (CAP). Although the CAP has been almost completely resolved, the State Plan is a statutory requirement and must be updated for the 5-year period beginning at the end of Fiscal Year 2017.

A request was submitted to NPS on March 10, 2017 for the approval of the State Historic Preservation Plan project and full funding under the Historic Preservation Fund which is awarded annually to the SHPD. (See enclosed Project Notification.)

DISCUSSION

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

- 1) The primary consideration for the determination of the award for this Request for Proposals is not price.
- 2) Oral and written discussion may need to be conducted with the Applicants concerning aspects of the scope of work.
- 3) Awards need to be based upon a comparative evaluation as stated in the Request for Proposal of differing price, quality, proposed process, feasibility of completion by required timeline, and other contractual factors 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, the procurement officer must make a determination that an evaluation committee, selected in writing by the procurement officer, shall evaluate the competitive sealed proposals. The evaluation committee shall consist of a least three government employees with sufficient qualifications in the area of the service to be procured and non-State employees with sufficient knowledge may be included pursuant to 3-122-45.01. The Department requests that the Board delegate authority to the Chairperson to appoint an evaluation committee meeting the specifications set forth in HAR 3-122-45 and 45.01.

In order to expedite a contract for this procurement, SHPD requests that the Board delegate authority to the Chairperson to award and execute the contract 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.

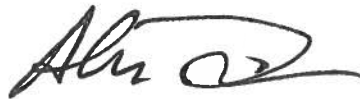
The Department has also determined that the above listed federally funded project is not under the jurisdiction of Chapter 343, HRS and Chapter 11-200 HAR.

RECOMMENDATIONS

That the Board:


- 1) Approve the use of a competitive sealed proposal for the selection of a contractor to organize, coordinate and facilitate the development of a new State Plan and resulting final draft of the Plan with approval of the NPS.
- 2) Delegates authority to the Chairperson to:
 - a) Appoint an evaluation committee comprised of knowledgeable individuals to serve, evaluate, and select the competitive sealed proposals.
 - b) Award and execute a contract for goods and services, subject to the availability of funds and review and approval as to form by the Department of the Attorney General.

Respectfully submitted,



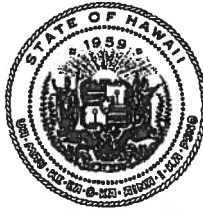
Alan S. Downer, Ph.D.
Administrator

Approval For Submittal



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

DAVID Y. ICE
GOVERNOR OF HAWAII



STATE OF HAWAII
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LAND
STATE PARKS

REVISITED PROJECT NOTIFICATION

TITLE: To Organize, Coordinate, and Facilitate the development of a State Historic Preservation Plan (State Plan) from inception to completion resulting in the Final Draft of a State Plan to be submitted to National Park Service (NPS) for Approval

GRANT NUMBER: FY 2016 P17AF00003
FY 2017 P17AF00XXX

TOTAL PROJECT COST: \$328,000.00
FEDERAL SHARE 2016 GRANT: \$ 90,000.00
FEDERAL SHARE 2017 GRANT: \$142,000.00
TOTAL - FEDERAL SHARE: \$232,000.00

NONFEDERAL SHARE 2015 GRANT: \$ 36,000.00
NONFEDERAL SHARE 2016 GRANT: \$ 60,000.00
TOTAL - NONFEDERAL SHARE: \$ 96,000.00

CONGRESSIONAL DISTRICT: 1&2

AREA AFFECTED BY PROJECT (counties):

Statewide

TYPE: NEW [XX] REVISION []

1. CONTRACTORS:

To select a qualified professional contractor to develop, organize, coordinate, and facilitate the planning process of a new State Historic Preservation Plan for 2018-2022, resulting in a final draft of the State Plan for submittal to NPS for acceptance and approval.

2. NONFEDERAL MATCHING SHARE:

Donor: Subgrantee
Source: State General Funds
Kind: Matching and In-Kind
Amount: \$ 96,000.00

2. BUDGET:

	Federal Share	State Share
a. - d. State Plan	\$ 232,000.00	\$ 96,000.00
i. Personnel	\$ 0.00	\$ 83,000.00
ii. Consultant	\$ 172,000.00	\$ 0.00
iii. Travel	\$ 25,000.00	\$ 13,000.00
iv. Materials & Supplies	\$ 7,000.00	\$ 0.00
v. Meeting Venues	\$ 18,000.00	\$ 0.00
vi. Marketing	\$ 10,000.00	\$ 0.00

3. PURPOSE:

- a. The purpose of this project is to select a qualified professional contractor to develop, organize, coordinate, and facilitate the planning process of a new State Historic Preservation Plan for 2018-2022, resulting in a final draft of a new State Plan for submittal to, along with acceptance and approval by the NPS. This will be undertaken in accordance with the following steps:
- Creating a framework for the plan
 - Identifying external and internal environments
 - Identifying and prioritizing salient preservation issues
 - Formulating a report recommending approaches, activities, and projects to address the issues
- b. In addition, this project will have a core team identified by State Historic Preservation Division (SHPD) and the broader preservation community to develop a State Historic Preservation Planning Process that:
- Meets the unique circumstances of the State of Hawai'i
 - Achieves broad-based public and professional involvement throughout the State including native Hawaiians
 - Takes into consideration issues affecting the broad spectrum of historic and cultural resources within the State
 - Based on the analyses of resource data and user needs
 - Encourages the consideration of historic preservation concerns within broader planning environments at the Federal, State, and local levels
 - For implementation by SHPD and preservation partners
 - That will produce a final draft of a new State Historic Preservation Plan
- c. The project will produce a written State Historic Preservation Plan that describes a vision for historic preservation in the State of Hawaii and outlines the future direction for the State Historic Preservation Division, its partner organizations, and the community at large.
- d. Also, this project will provide for ten community meetings with two on Kauai, Maui, Oahu, and Hawaii Island, as well as one each on Lanai and Molokai, respectively. It will better serve and benefit the communities by gathering a broader consensus of valuable input and information. Furthermore, the project provides for at least one expert stakeholders meeting in an effort seek out additional resources in support of the goals, objectives and defined outcomes of the State Plan. As a result, \$25,000 in federal share and \$13,000 in matching share, is projected for travel related costs. Other projected costs include \$18,000 for venue related costs, along with another \$8,000 for surveys and other marketing expenditures, and \$3,000 for supplies.

This project reflects a substantial expenditure to provide the appropriate outreach, and to facilitate the necessary stakeholder and community participation statewide using various media for a creditable outcome to a complex and comprehensive planning process. Accordingly, the project is under the direct oversight of the SHPD Administrator.

The State Plan is a federal requirement of the National Historic Preservation Act of 1966 for State Historic Preservation Offices receiving funding support from the federal Historic Preservation Fund [Section 101 (b) (3) (c) of the Act], [16 U.S.C. 470a(b)], and [36 CFR 61.4(b)]. Also, it was one of the required elements of SHPD / NPS Corrective Action Plan (CAP). Although the CAP has been almost completely resolved, the Statewide Plan is a statutory requirement and must be updated for the 5-year period beginning at the end of the Fiscal Year 2017. The planning process and approaches must be consistent with the Secretary of the Interior's Standards, guidelines, as well as the program requirements in Chapter 6. Section G of the NPS's Historic Preservation Fund Grants Manual (June 2007).

The contractor's professional qualification will be in accordance with the Secretary of the Interior's Standards and Guidelines for Historic Preservation, 48 CFR 44716.

4. PRODUCTS TO BE PRODUCED:

- a. The contractor will provide a final draft of the State Historic Preservation Plan for approval and acceptance by the NPS.
- b. In addition, the contractor will produce five (5) printed copies and one (1) digital copy of the Final State Historic Preservation Plan that contains the appropriate level of detail to communicate that major findings and conclusions, as well as address the full range of historic resources within the state, including structures, objects, districts, cultural landscapes, including prehistoric and historic archaeology, and traditional cultural practices.

- a. Estimated number of hectares to be surveyed: None.

Activity/Status reports are to be submitted to the Hawaii SHPO commencing one month after the start date of the contract and monthly thereafter through the contract end date.

NPS will be provided with copies of the consultant's report and the draft Statewide Plan for 30 day review and comment.

5. BEGINNING/ENDING DATES: June 1, 2017 to September 30, 2018.

6. An Environmental Certification indicating the applicable categorical exclusions is no longer required to be attached.

7. NO PROGRAM INCOME WILL BE GENERATED.

GRANT NUMBERS: FY 2016 P17AF00003 & FY 2017 P17AF00XXX

8. **CERTIFICATION:** As the duly authorized representative, I certify that this sub-grant will be administered and work will be performed under the supervision of a professional meeting appropriate 36 CFR 61 requirements, in accordance with the Historic Preservation Fund Grants Manual, and the Secretary of the Interior's "Standards and Guidelines for _____." All documentation required by the Historic Preservation Fund Grants Manual will be maintained on file for audit and State Program Review purposes. All proposed costs for personal compensation charged to the Federal or nonfederal share of this sub-grant are within the maximum limit imposed by Chapter 13, Section B.34.e. of the HPF Grants Manual. These costs have been assessed by knowledgeable SHPO staff and found to be within the normal and customary range of charges for similar work in the local labor market, and appear to be appropriate charges for the product to be achieved with grant assistance.

SHPD Administrator


Signature


Date