

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

December 14, 2018

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

Land Board Members:

SUBJECT: REQUEST FOR APPROVAL TO ENTER INTO A MULTI-YEAR CONTRACT WITH TRAILHEAD LABS, INC. TO BUILD, DEPLOY AND MAINTAIN TWO MOBILE APPLICATIONS, ONE FOR THE STATE OF HAWAII HUNTING PROGRAM AND ONE FOR THE TRAILS AND ACCESS PROGRAM.

AND

REQUEST APPROVAL OF DECLARATION OF EXEMPTION TO CHAPTER 343, HRS ENVIRONMENTAL COMPLIANCE REQUIREMENTS FOR THE PROJECT.

This Board Submittal seeks approval to enter into a contractual relationship with Trailhead Labs, Inc for five years, for the creation, deployment and maintenance of two mobile applications, the first focused on the Division's hunting program, and the second for the trails and access program, and authorizes the Chairperson to enter into a contract for these services, subject to the necessary procurement approvals including approval by the Attorney General's office.

BACKGROUND:

This is the first attempt to create computer application (apps) for the public hunting, and trails and access programs. The Purpose is to improve customer service, scientific data collection, and public safety. The apps will help gather data on hunting activity more efficiently, allowing hunters to check in and out of public hunting areas and record animal harvest electronically, providing a more convenient process that will hopefully allow the Division of Forestry and Wildlife (DOFAW) to collect more accurate data on hunter effort and success. The apps will also allow the user to download maps of the areas they are entering, navigate via GPS, and access other information on the area including, for example, hunting rules, trail difficulty and known hazards. DOFAW will work closely with Trailhead Labs, Inc. to ensure that these two applications meet DOFAW's and user's needs and expectations. The primary function of this project is to assist our DOFAW in collecting data and provide information to recreational area users, which will in turn provide important information on hunting and trail use activities, while providing a means to connect and engage people with the outdoors. An Invitation for Bids was released for this project in November 2018 and Trailhead Lab Inc. was the most responsive responsible bidder and will be offered the project.

PRIOR BOARD ACTIONS

None

CONTRACT PROVISIONS

Trailhead Labs Inc. will work with DLNR-DOFAW to leverage the OuterSpatial computer platform to develop and deploy their hunting and recreation apps. Trailhead Labs will provide Support Maintenance, continuous technology upgrades, and provide hosting services on a state-approved cloud-storage vendor via the OuterSpatial platform.

The OuterSpatial platform is cutting edge, innovative and intuitively designed specifically to support land managers. OuterSpatial is continually updated to meet applicable standards for its intended use.

The trails/recreation mobile app will focus on delivering a modern, user friendly mobile app for locals and visitors alike to find information about parks, preserves, trails, campgrounds, and other publicly accessible recreation assets within the State of Hawaii. This app will also include dynamic content such as events, curated outings and featured content, all managed and maintained by DLNR-DOFAW staff and partners.

The hunting focused mobile app will be similar to the trails/recreation app and contain much of the same geospatial data and content around trails, parks, etc., but will also include public hunting units, game management areas, and will focus on enabling hunters to access the information and features they need to abide by state rules and regulations. Hunters will be able to check-in and check-out of a hunting unit on the hunting application, as required by law. Hunters will also be able to enter their harvest data through this application, which will improve efficiency, and hopefully, the quality and quantity of data collected.

The proposed contract will provide \$144,000 of Hunter Enhancement and Wildlife Revolving Special Funds (\$124,000 in FY19 and \$20,000 in FY20) to Trailhead Labs, Inc. in order to build, deploy and maintain two mobile applications focused on hunting program and outdoor recreation.

Upon approval by the Board, the Division will process a contract for goods and services between the Board of Land and Natural Resources, State of Hawaii and Trailhead Labs, Inc., negotiate the terms and conditions of the contract based on the parameters discussed above, submit the contract for review and approval as to form by the Attorney General, and process the document for signature by the Chairperson.

CHAPTER 343 – ENVIRONMENTAL ASSESSMENT:

The proposed recovery projects is a action that will have no significant effects on the environment and is exempt from the requirement to prepare an environmental assessment in accordance with Chapter 343, HRS, and Chapter 11-200-8, Hawaii Administrative Rules, under the Department's Exemption Class 5, and Exemption Class 10 . (Exemption List for the Department of Land and Natural Resources, Reviewed and Concurred Upon by the Environmental Council on June 05, 2015):

Exemption Class 5(2) and Exemption Class 10(2) below.

Exemption Class 5

Basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource.

5.2. Non-destructive data collection and inventory, including field, aerial and satellite surveying and mapping.

Exemption Class 10

Continuing administrative activities including, but not limited to, purchase of supplies and personnel-related actions.

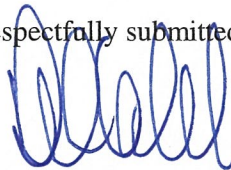
10.2. Contracts for small purchases, professional services, competitive sealed proposals, competitive sealed bidding, or purchase of goods and services which are exempt from Haw. Rev. Stat. Chapter 103D.

RECOMMENDATIONS:

That the Board:

- 1) Delegates authority to the Chairperson to negotiate and execute a Contract for Services for three years in the amount not to exceed \$124,000, and an additional two years of Application maintenance with a price of \$10,000 per year totaling \$144,000.00 with Trailhead Labs, Inc. subject to:
 - a) The receipt of Special funds and availability of Special funds for the contract,
 - b) Approval as to form by the Attorney General's Office.
- 2) Declare that, after considering the potential effects of the proposed project as provided by Chapter 343, HRS and Chapter 11-200, HAR, this project will probably have no significant effect on the environment and is therefore exempt from the preparation of an environmental assessment.

Respectfully submitted,



DAVID SMITH, Administrator
Division of Forestry and Wildlife

APPROVED FOR SUBMITTAL:



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