

State of Hawai‘i
DEPARTMENT OF LAND AND NATURAL RESOURCES
Division of Forestry and Wildlife
Honolulu, Hawai‘i 96813

May 13, 2022

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

Land Board Members:

SUBJECT: REQUEST APPROVAL TO NEGOTIATE AND SIGN A CONTRACT(S) FOR THE MANAGEMENT OF THE DEPARTMENT OF LAND AND NATURAL RESOURCES NĀ MANU ‘ELELE LAND STEWARD PROGRAM.

BACKGROUND:

The State of Hawaii Department of Land and Natural Resources (DLNR) Division of Forestry and Wildlife (DOFAW) has been identified to manage the Nā Manu ‘Elele Land Steward Program as a recipient of the U.S. Economic Development Authority’s (EDA) Travel, Tourism, and Outdoor Recreation grant, part of the American Rescue Act. This Request for Proposals (RFP) is funded by Federal dollars.

The goal of the federal economic development grant program is to support a comprehensive economic recovery of the recreation sector which was severely impacted by the drastic decline of the tourism industry due to the COVID-19 pandemic.

In the traditional Hawaiian context, birds (nā manu) represent messengers, guardians, and beings of a particular place. ‘Elele is a Hawaiian term that refers to individuals who act as ambassadors. The primary goal of the Nā Manu ‘Elele Land Steward Program is to embody that philosophy and to provide temporary work and training opportunities utilizing local “stewards” to assist in interpreting the historic nature, natural history, and safety concerns of sensitive natural areas as well as mitigate unwanted behaviors and ensure safety. This program empowers local communities to manage and mitigate high visitor use in sensitive heritage areas within their sense of place. This Project is based on the successes of the Pololū Trail Steward pilot project from August 2021 to January 2022.

The contractor(s) will be responsible for coordinating and managing the statewide work and training program consisting of individuals at a specific worksite or individuals that rotate service at specified sites.

DISCUSSION:

Due to the limited timeframe to implement the EDA grant, DOFAW requests that the Board delegate authority to the Chairperson to award, execute, and extend a contract(s) for goods and services and other terms and conditions as may be prescribed by the Chairperson to best serve the interest of 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.

The contract(s) will be in the form of requirements contracts, where funds will be encumbered by purchase order, at the contracted rate.

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 as an evaluation committee will allow for an objective review, evaluation, ranking, and selection of the most qualified proposal for the program.

The evaluation committee will consist of at least three government employees with sufficient qualifications in the area of the goods or services to be procured; DOFAW recommends the following individuals:

- William Stormont, DOFAW (Nā Ala Hele Statewide Program Manager)
- Jackson Bauer, DOFAW (Nā Ala Hele Hawai'i Island Program Manager)
- Leah Laramée, DOFAW (Natural Resource Planner)

To expedite a contract for this procurement, DOFAW 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. Additionally, should any of the committee members above be unable to participate, DOFAW requests that the Board delegate authority to the Chairperson to appoint alternates should the need arise.

RECOMMENDATIONS:

That the Board:

- 1) Approve the use of:
 - a. A competitive sealed proposal for a solicitation for the program management of the Nā Manu 'Elele Land Steward Program.
 - b. An evaluation committee to evaluate and select the competitive sealed proposals.

2) Delegates authority to the Chairperson to:

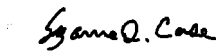
- a. Award and execute a contract for goods and services, subject to the availability of funds and review and approval by the Department of the Attorney General contingent on Budget and Finance authorization.
- b. Appoint evaluation committee alternates should the need arise.

Respectfully submitted,



DAVID G. SMITH, Administrator
Division of Forestry and Wildlife

APPROVED FOR SUBMITTAL:



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