

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

August 12, 2022

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

Land Board Members:

SUBJECT: REQUEST APPROVAL TO NEGOTIATE AND SIGN A CONTRACT, OR CONTRACTS, FOR THE MANAGEMENT OF THE DEPARTMENT OF LAND AND NATURAL RESOURCES HAWAII YOUTH CONSERVATION CORPS AND GREEN JOBS PROGRAM.

BACKGROUND:

The Department of Land and Natural Resources received funding to administer or enter into agreements for the administration of the Hawaii Youth Conservation Corps and the Green Job Youth Corps program. YCC is an ongoing state program established under Hawaii Revised Statutes (HRS) chapter 193 and administered by the Department of Land and Natural Resources (DLNR) Division of Forestry and Wildlife (DOFAW). The contractor(s) will be responsible for coordinating and managing the placement of yearlong interns (roughly 10 -12 months with the intern providing a minimum of 1700 hours of service) and teams (minimum of one week of service and five interns plus one on-site, trained leader per team). The contractor will engage in a close working relationship with DLNR's YCC Program Coordinator and support staff and should have the ability to work through challenges together and modify needs as appropriate. The Green Job Youth Corps program provides temporary work and training opportunities in one or more of the following fields:

- (A) Natural resource management,
- (B) Agriculture, and/or
- (C) Other sustainability-related professions,

provided that these opportunities shall be available to young adults who are 38 years of age or younger; provided further that the department shall partner with an organization that received accreditation from the Corps Center of Excellence Accreditation Program or has at least ten years of experience providing similar programming statewide. This program is authorized under Hawaii Revised Statutes (HRS) chapter 193 and administered by the Department of Land and Natural Resources Division of Forestry and Wildlife. The contractor(s) will be responsible for coordinating and managing full-time

temporary work and training opportunities. Authorization for the program is provided by Hawaii Revised Statutes §193 *Conservation Employment Programs*, Part IV. *Hawaii Youth Conservation Corps*, §193-32 *Administration: To carry out the program... the governor may: (1) Enter into an agreement or agreements or designate the department of land and natural resources... as the state agency ... to enter into an agreement or agreements, for the administration of the program[s].*

DISCUSSION:

DOFAW requests that the Board delegate authority to the Chairperson to award, execute, and extend the 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.

Pursuant to HAR §3-122-45.01, 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 must consist of at least three government employees with sufficient qualifications in the goods or services to be procured. The Division recommends the following individuals:

Emma Yuen, DOFAW (Natural Resources Management Specialist)
Leah Laramee, DOFAW (Natural Resource Planner)
Josh Atwood, DOFAW (Information and Education Specialist)

To expedite a contract for this procurement, the Division 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, the Division requests that the Board delegate authority to the Chairperson to appoint alternates should the need arise.

REQUEST APPROVAL TO NEGOTIATE AND SIGN A CONTRACT, OR
CONTRACTS, FOR THE MANAGEMENT OF THE DEPARTMENT OF LAND AND
NATURAL RESOURCES' HAWAII YOUTH CONSERVATION CORPS AND GREEN
JOBS PROGRAM.

RECOMMENDATION:

That the Board of Land and Natural Resources:

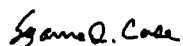
- 1) Approve the use of:
 - a) A competitive sealed proposal for a solicitation for the management of a Green Jobs program.
 - b) An evaluation committee to evaluate and select the competitive sealed proposals.
- 2) Delegate authority to the Chairperson to:
 - a) Award and execute a contract for goods and services, subject to the availability of funds and review and approval by the Department of the Attorney General.
 - 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



STATE OF HAWAII
HAWAII CLIMATE CHANGE MITIGATION & ADAPTATION
COMMISSION
POST OFFICE BOX 621
HONOLULU, HAWAII 96809

Co-Chairs:
Chair, DLNR
Director, OPSD

Commissioners:
Chair, Senate AEN
Chair, Senate WTL
Chair, House EEP
Chair, House WAL
Chairperson, HTA
Chairperson, DOA
CEO, OHA
Chairperson, DHHL
Director, DBEDT
Director, DOT
Director, DOH
Chairperson, DOE
Director, C+C DPP
Director, Maui DP
Director, Hawai'i DP
Director, Kaua'i DP
The Adjutant General
Manager, CZM

AGENDA FOR THE
MEETING OF THE
HAWAII CLIMATE CHANGE MITIGATION AND ADAPTATION COMMISSION

DATE: WEDNESDAY, July 20, 2022

TIME: 1:00 PM

PLACE: VIDEO CONFERENCE

Public Viewing Link: <https://www.youtube.com/watch?v=rLzqfrYHlbg>

Join Zoom Meeting:

<https://us06web.zoom.us/j/83048205936?pwd=Zzc4SkZnd0RlVlUySm5ldE43V2Jydz09>

Meeting ID: 830 4820 5936

Passcode: 047526

Find your local number: <https://us06web.zoom.us/u/k5kbZVePR>

PUBLIC IN-PERSON MEETING LOCATION
KALANIMOKU BUILDING,
CONFERENCE ROOM 132 (BOARD ROOM)
1151 PUNCHBOWL STREET, HONOLULU, HI 96813

Meeting materials are available for public review in advance of the meeting at:
<http://www.climate.hawaii.gov/hi-commission/>

1. **Welcome, roll call and announcements** (non-action item).
2. **April 6, 2022 meeting minutes.** (action item). Discussion and Approval.
3. **Legislative update** – New laws and guidelines relating to climate change passed by the 2022 legislature. Representative Lowen
4. **Review of the reporting requirements of the commission under 225P-3(m)-** (non-action item). Mary Alice Evans, Director OPSD
5. **Informational updates from Commission members.** (non-action item). Climate change work and priorities for 2022. This will provide for 225P-3(m)
6. **Informational presentation on urban forestry and newly launched Tree Canopy Viewer-** (non-action item). Heather McMillan Hawaii DLNR DOFAW
7. **Informational presentation on coastal erosion-** (non-action item). Justine Nihipali

Coastal Zone Management Manager and Michael Cain Administrator Office of Coastal and Conservation Lands.

8. **Review and discussion of new science on projected sea level rise-** (non-action item). Presenter Benjamin Hamlington, Research Scientist JPL/NASA
9. **Coordinator's Update-** (non-action item). Kickoff for Oahu pilot projects, vulnerability clearinghouse, updates on various projects and programs.

DISCLAIMERS:

The Commission may go into Executive Session pursuant to Hawai'i Revised Statutes §92-5(a)(4) in order to consult with its attorney on questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities.

Remote Communications: If the Commission cannot maintain audiovisual communication with the remote public broadcast (Online via ZOOM), then the Commission will recess the meeting for ten minutes to restore communication. If the Commission restores communication before the end of that twenty-minute period, then the Commission will provide ten minutes after that for participants to reconnect for a reconvened meeting, using the same connections identified in the meeting notice, above. If the Commission does not restore communication and does not reconvene the meeting within thirty minutes after an interruption, then the Commission will continue the meeting on Wednesday, April 13, 2022, at 01:00 PM, using the same meeting locations and connection information as noticed herein.

For all assistance, and to submit written testimony,* please contact:

email: Leah.J.Laramee@Hawaii.gov

telephone: 808-895-1477

Climate Change Mitigation and Adaptation Commission

1151 Punchbowl Street, Room 131

Honolulu, HI 96813

If an individual requires special assistance or auxiliary aids or services (for example, sign language interpreter) to participate in the meeting, then please contact Commission staff as soon as possible, and not later than 72 hours prior to the meeting, so that arrangements can be made.

*Submit written testimony (including meeting number, agenda item number, and testifier's name) not later than 24 hours prior to the meeting to ensure time for Commission review and for online posting with the meeting materials (email preferred, Leah.J.Laramee@Hawaii.gov) Written testimony received fewer than 24 hours before the meeting will be retained for the administrative record and distributed to Commissioners and posted online as soon as practicable, but we cannot ensure that Commissioners will receive such late testimony with sufficient time for review prior to decision-making.

Providing live/spoken testimony during the meeting (in-person, via ZOOM, or by telephone):

After the Commission completes its initial discussion of an agenda item, and before the Chairperson calls for a motion from the Commission on that item, the Chairperson will all for

public testimony, in the following order, or in another order established at the Chairperson's discretion:

1. Testifiers that submitted written testimony that the Commission received:
 - (a) not later than 24 hours before the meeting (called in the order received), and
 - (b) fewer than 24 hours before the meeting (called in the order received).
2. Testifiers that did not submit written testimony, and are participating:
 - (a) in-person (called in the order shown on the sign-in sheet provided at the in-person meeting location);
 - (b) by telephone (called in the order that testifiers unmute their telephone connection, after the Chairperson calls for testimony by telephone – press *6 to unmute); and
 - (c) online via ZOOM (called in the order of names that testifiers type into the ZOOM chat window, after the Chairperson calls for testimony online via ZOOM).

Testimony will be limited to a maximum of three (3) minutes per person per agenda item.

Meeting materials are available for public review in advance of the meeting on our Website:
<http://www.climate.hawaii.gov/hi-commission/>.