

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

April 10, 2026

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 FOR  
MANAGING TRAIL CREWS ON O'AHU AND HAWAI'I ISLAND.**

**BACKGROUND:**

Funding from the State's FY26 budget will be used to establish a contract for sustainable trail upgrades and regular maintenance, managed by a qualified contractor as part of a workforce development program. This initiative aims to improve trail sustainability, reduce backlog maintenance on the Nā Ala Hele Trails system on Hawai'i Island and O'ahu, and create workforce development and training opportunities for participants.

The contractor(s) will be responsible for coordinating and managing the programs on Hawai'i Island and O'ahu.

This is a full-time, temporary workforce development and training initiative mainly aimed at trail maintenance for existing Nā Ala Hele trails. The project will utilize a crew-based method. Each of the two crews—one on each island—will include crew members and a crew leader with relevant trail maintenance and leadership experience to supervise work according to Nā Ala Hele's guidance. The contractor will collaborate closely with DLNR's Nā Ala Hele staff and should be skilled in working together to resolve challenges and modify approaches as needed.

**DISCUSSION:**

DOFAW asks the Board to authorize the Chairperson to award, sign, and extend contracts for goods and services, including any other terms and conditions the Chairperson considers necessary to best serve the State's interests.

Under Hawaii Administrative Rules (HAR) § 3-122-43, the Department procurement officer must determine when to use the competitive sealed proposal process instead of the competitive sealed bidding process, specifically when the latter is neither practical

nor advantageous to the State.

The contracts will be requirements contracts, with funds encumbered by purchase orders at the contracted rate.

Under HAR § 3-122-45, the procurement officer must determine that an evaluation committee, appointed in writing by the procurement officer, will review the competitive sealed proposals. The Division suggests using an evaluation committee to select proposals because it supports an objective process of reviewing, evaluating, ranking, and selecting the most qualified proposal for the program.

The evaluation committee should include at least three government employees qualified in the relevant goods or services. DOFAW recommends the following individuals:

- Jackson Bauer, DOFAW Nā Ala Hele Hawai'i Island Program Manager
- Cheyanne Rapoza, DOFAW Nā Ala Hele Hawai'i Island Trail and Access Specialist
- Evan Broberg, DOFAW Nā Ala Hele O'ahu Forestry and Wildlife Technician

To streamline procurement, DOFAW requests the Board to delegate authority to the Chairperson to award and sign contracts for goods and services, following the evaluation committee's recommendations and any other terms the Chairperson deems in the best interest of the State. If any committee members are unavailable, DOFAW also asks that the Board authorize the Chairperson to appoint alternates as necessary.

#### RECOMMENDATIONS:

That the Board:

- 1) Approve the use of:
  - a. A competitive sealed proposal for a solicitation to manage the Nā Ala Hele Trail Crews on O'ahu and Hawai'i Island.
  - b. An evaluation committee to review and select the best competitive sealed proposals.
- 2) Delegates authority to the Chairperson to:
  - a. Award and execute a contract for goods and services, contingent upon the availability of funds and subject to review and approval by the Department of the Attorney General, pending Budget and Finance authorization.
  - b. Appoint evaluation committee alternates as needed.

REQUEST APPROVAL TO NEGOTIATE AND SIGN A CONTRACT FOR THE  
MANAGEMENT OF TRAIL CREWS ON O'AHU AND HAWAI'I ISLAND

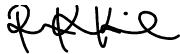
Respectfully submitted,



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DAVID G. SMITH, Administrator  
Division of Forestry and Wildlife

APPROVED FOR SUBMITTAL:



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Ryan K.P. Kanaka`ole, Acting Chairperson  
Board of Land and Natural Resources