

STATE PROCUREMENT OFFICE
NOTICE OF REQUEST TO AMEND AN EXEMPTION
FROM HRS CHAPTER 103D CONTRACT

ADMINISTRATIVE
 STATE OF HAWAII
 OFFICE

TO: Chief Procurement Officer

FROM: Department of Land and Natural Resources, Division of Forestry and Wildlife
Name of Requesting Department

Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:

1. SPO-007, Exemption Reference (PE) Number: PE10-067K

2. Vendor/Contractor/Service Provider Name: Various

3. Describe the goods, services, or construction:

Under DLNR's agreement with USDA for the Hawaii Conservation Reserve Enhancement Program (CREP), the Dept. may provide financial assistance to further the goals of CREP as match for the federal funds provided to the program; more specifically DLNR may provide funding to support conservation easement acquisitions on private lands. Conservation easements are required by the federal and state law to be held by nonprofit (501c3-land trust) or government agencies with a conservation mandate. Thus under our CREP agreement/proposal with USDA, DLNR may support eligible conservation easements (the easement must be on agricultural lands and must limit any future development on that land), and would like to reimburse eligible nonprofit agencies that have closed on conservation easements in the last year for appropriate due diligence in support of the overall project. Due diligence is required to close a conservation easement acquisition and includes but is not limited to costs associated with appraisals, environmental site assessments, baseline documentation reports, land survey and mapping, among others.

4. Explain in detail what is being amended:

The term of exemption from Chapter 103D, HRS for the solicitation process only- from ~~June 30, 2015 to June 30, 2016~~

7/1/2015 to 6/30/2015
Per email from Irene Sprecher
6/9/15

5. Amended contract price for this request: \$ 1000-15000

6. Explain in detail why the amendment(s) are necessary:

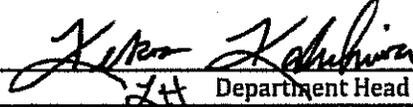
Procurement exemption PE10-067K was for a period until June 30, 2015. The conditions of procurement under the program as detailed in the request for exemption still exists; DLNR will issue reimbursement awards for different conservation easement projects for different due diligence costs depending on the project and nonprofit's needs. DLNR will continue using an evaluation committee to review awarding reimbursements for Hawaii CREP. In order to continue operating the program with Chapter 103D, HRS, the extension of the exemption is requested.

7. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

*Point of contact (Place asterisk after name of person to contact for additional information.)

Name	Division/Agency	Phone Number	Email address
Malia Nanbara*	DLNR DOFAW	587-4176	Malia.Y.Nanbara@hawaii.gov

All requirements/approvals and internal controls for this expenditure is the responsibility of the department. I certify that the information provided is to the best of my knowledge, true and correct.


 Department Head Signature

5/13/15
 Date

For Chief Procurement Officer Use Only

Date Notice Posted: 6/3/15

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

This approval is granted for the period 7/1/2015 - 6/30/2018 and is granted for the solicitation process only. Pursuant to HRS section 103D-310(c) and HAR section 3-122-112, the procuring officer shall verify compliance (i.e., vendor is required to provide proof of compliance) for all contracts awarded and the award is required to be posted on the Awards Reporting System. Copies of the compliance and the awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

Approved Disapproved No Action Required


 Chief Procurement Officer

6/15/15
 Date