



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

15 MAY 19 08:28

STATE PROCUREMENT OFFICE
STATE OF HAWAII

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: PE14-025K
2. Vendor/Contractor/Service Provider Name: Various

3. Describe the goods, services, or construction:
The Hawaii Forest Stewardship (FSP) is a landowner assistance program established under Chapter 195F, HRS, and further described in Chapter 13-109, HAR. FSP offers interested landowners technical and financial assistance for the development and implementation of management actions or practices on their lands to restore, conserve or promote forest health and productivity. As the first step to participating in the program, landowners are invited to develop a long-term FSP management plan that details the existing resources on their property, describe the vision for their project, detail the management practices to be implemented over the next ten years, and includes a budget and implementation schedule of estimated costs. For the development of this FSP management plan the program provides 50% cost-share assistance for the landowner's time or use of a consultant in the preparation of the plan, as detailed in Chapter 13-109, HAR.

4. Explain in detail what is being amended:
The term of the exemption from Chapter 103D, HRS for the solicitation process only - from ~~June 30, 2015~~ ^{7/1/2015} to ~~June 30, 2016~~ ^{6/30/2018}. *MS*
per email Irene Speicher 6/9/15

5. Amended contract price for this request: \$ Various (max \$1,000)

6. Explain in detail why the amendment(s) are necessary:
Procurement exemption No. PE14-025 was for a period until June 30, 2015. The conditions of procurement under the program as detailed in that request for exemption still exist, including contracting with the landowner and the landowner's selection of a consultant to development their management plan. In order to continue operating the program and comply 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
Melissa Irene Sprecher*	DLNR DOFAW	587-4167	Irene.M.Sprecher@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

5/14/15
 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