



STATE PROCUREMENT OFFICE  
**NOTICE OF REQUEST FOR EXEMPTION  
 FROM HRS CHAPTER 103D**

15 AUG -6 08:08

ADMINISTRATION  
 STATE PROCUREMENT OFFICE  
 STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DLNR/DOFAW  
*Name of Requesting Department*

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods and/or services:  
 As an integral component of an ongoing US Fish and Wildlife Service (FWS)/Division and Forest and Wildlife (DOFAW) collaborative project to establish a Programmatic Environmental Impact Statement for the Control of Small Mammals, a contractor is needed to conduct and write a Cultural Impact Assessment (CIA), develop and lead an outreach campaign, facilitate needed public hearings/ meetings. This requires an in depth understanding of both Federal and State environmental compliance, experience in facilitating public meetings on controversial topics and experience completing a Cultural Impact Assessment

2. Vendor/Contractor/Service Provider:	Honua Consulting.	3. Amount of Request:	\$ 66,000.00
4. Term of Contract From:	<del>8/1/2015</del> 8/6/2015	To:	6/30/2016
5. Prior SPO-007, Procurement Exemption (PE):			

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:  
 US Fish and Wildlife Services (FWS) has engaged with DOFAW to do a Programmatic Environmental Impact Statement (PEIS) for Control and Eradication of Invasive Rodents and Mongoose in Hawaii since 2007. The process was to be fully financed by FWS. However, after years of delays due to the complexity of the PEIS, the federal funds FWS lapsed. Now in the final months, FWS asked DOFAW to fund a small Cultural Impact Assessment (CIA) that they had planned for with Honua Consulting. The contractor in question had been vetted by the FWS and already chosen specifically for this project. Honua Consulting has demonstrated an understanding of both Federal and State environmental compliance, and is willing to help us facilitate our meetings with the public and complete the tasks necessary to completing the Cultural Impact Assessment. Through time, FWS worked with Honua on modifying the scope of work and timeline etc. as well as and reduciing the cost. Inexperience in preparing and drafting a Cultural Impact Assessment will result in a poor product and potentially slow or even kill the PEIS. Any delays in implementation will potentially derail the PEIS process jeopardizing years of planning and millions in Federal funding already committed to the process.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:  
 DOFAW assisted FWS in the original vetting process to be funded by/through FWS in the spring of 2014 - When we were considering an appropriate Cultural consultant, we contacted several potential contractors and only three responded - Kaimipono, Keala Pono, and Honua Consulting. Kaimipono eventually decided it could not do this project. We were left with Keala Pono, and Honua Consulting who submitted proposals and were interviewed by DOFAW and FWS staff for the contract. Keala Pono was not able to demonstrate the depth of knowledge and experience in both Federal and State environmental compliance that the PEIS project will require and they were unable to assist facilitating our public meetings.

8. 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	e-mail address
James Cogswell	DOFAW	587-4187	james.m.cogswell@hawaii.gov
* Patric Chee	DOFAW	587-4191	Patrick.c.chee@hawaii.gov

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

*[Signature]*  
 Department Head Signature

*7/31/15*  
 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: *8/6/2015*

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Retroactive approval is granted based on the department's determination that it is not advantageous or in the best interest of the State to conduct a competitive procurement to complete a Cultural Impact Assessment. The U.S. Fish and Wildlife Service initially vetted and chosen Honua Consulting to complete the project. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to provide proof of compliance) and award is required to be posted on the Awards Reporting system.

If there are any questions, please contact Bonnie Kahakui at 587-4702 or [bonnie.a.kahakui@hawaii.gov](mailto:bonnie.a.kahakui@hawaii.gov).

Approved       Disapproved       No Action Required

*[Signature]*  
 Chief Procurement Officer Signature      *8/18/15*  
 Date