



**STATE PROCUREMENT OFFICE**  
**NOTICE & REQUEST FOR SOLE SOURCE 15 JUN 25 P2:42**

ADMINISTRATION  
 STATE PROCUREMENT OFFICE  
 STATE OF HAWAII

TO: Chief Procurement Officer  
 FROM: DLNR/DOFAW *[Signature]*  
 Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured.  
 Conduct and write a Cultural Impact Assessment (CIA), Develop and lead an outreach champagne, Facilitate needed Public hearings/ meetings. This requires 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 Name: Honua Consulting.	3. Amount of Request: \$66,000.00
4. Term of contract (shall not exceed 12 months), if applicable:  From: 1-Jul-15 To: 30-Jun-16	5. Prior SPO-001, Sole Source (SS) No.:

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.  
 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. The process was to be fully financed by FWS. However, years of delays, due to the complexity of the PEIS, ate the federal funds FWS set aside. 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 the state and federal understanding of both Federal and State environmental compliance, and was willing to help us facilitate our meetings with the public and complete the tasks necessary to completing the Cultural Impact Assessment

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department  
 The Contractor, previously chosen for the project by FWS, is uniquely qualified and prepared to launch the needed field operation within the timeline established by the FWS. Understanding of both Federal and State environmental compliance is needed to guide the process efficiently and effectively. Public meeting facilitation experience is needed because of the potentially controversial and volatile subject matter - meetings can easily get out of control. 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. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction.

No other contractor can stand up and implement this assessment within the pre-established timeline set by the FWS. Honua Consulting had experience with the EIS process, demonstrated understanding of both Federal and State environmental compliance, and was willing to help us facilitate our meetings with the public and complete the tasks necessary to completing the Cultural Impact Assessment. Keala Pono, an alternate contractor, 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. We therefore decided that Honua Consulting was the best contractor for the job, and the only one that could accomplish what we needed for the PEIS project.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

DOFAW assisted FWS in the original vetting process to be funded by/through FWS - When we were considering an appropriate Cultural consultant, we contacted several potential contractors and only Kaimipono, Keala Pono, and Honua Consulting responded. 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.

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

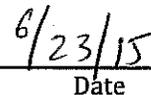
\*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	E-mail Address
James Cogswell*	DLNR/DOFAW	587-8741	james.m.cogswell@Hawaii.com
Rick Lau	DLNR/DOFAW	587-4179	rick.k.lau@hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

*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

  
\_\_\_\_\_  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 6-26-15

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:**

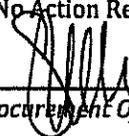
This request is disapproved as it does not meet the requirements of a sole source procurement pursuant to HAR section 3-122-81. There are other companies that could do a Cultural Impact Assessment and facilitate public hearings/meetings. The department shall utilize the appropriate method of procurement.

If there are any questions, please contact Carey Ann Sasaki at 586-0575 or [careyann.r.sasaki@hawaii.gov](mailto:careyann.r.sasaki@hawaii.gov).

Approved

Disapproved

No Action Required

  
Chief Procurement Officer Signature

7/16/15  
Date