



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

11 AUG 10 P2:23

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: Land and Natural Resources/Division of Aquatic Resources/
Name of Requesting Department

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

1. Describe the goods, services, or construction to be procured.
Develop a Hawaiian Estuarine Habitat Evaluation Procedure (HEHEP) model for recreationally important estuarine game fish species to provide the predictive capability to determine the estuarine animals' distribution. The HEHEP model will be based on the existing estuary data in the estuary database and will be compatible with the HSHEP model to extend the stream model into the estuarine environment.

2. Vendor/Contractor Name: Bishop Museum
3. Amount of Request: \$ 65,000

4. Term of contract (shall not exceed 12 months), if applicable:
From: 1-Jul-11 To: 30-Jun-12
5. Prior Sole Source Ref No.:

6. Features: Describe in detail the unique features, characteristics, or capabilities of the goods, services or construction.
Development of the Hawaiian Estuarine Habitat Evaluation Procedure (HEHEP) model will provide fisheries managers with a method to evaluate the effect of changes to the estuarine environment on the amount of suitable habitat for recreationally important species. It will be linked to the HSHEP model will support management objectives, assist in the determination of the influence watersheds have on estuarine ecosystems, and eventually to nearshore marine waters which will promote "ridge to reef" integration, analysis, and management. Bishop Museum maintains and have available many of the data/features that the State requires in order to complete this task.

7. Essential features: Describe in detail how the unique features, characteristics, or capabilities of the goods, services, or construction are essential for the department to accomplish its work.
The Hawaii Stream Habitat Evaluation Procedures (HSHEP) and linked HEHEP models will be applied to future IIFS issues with CWRM on Maui and other islands statewide and used in collaboration with other agencies such as USFWS, USACE, State DOH, as well as watershed groups for assessment of stream and estuary restoration and monitoring projects. It will be a useful and important tool in measuring habitat restoration success and resource management.

8. Describe the efforts and results in determining that this is the only vendor/contractor who can provide the goods, services or construction.
Bishop Museum is the named receipt of the Federal Grant, HI F-17-R-36, a part thereof: Study Title: Marine Surveys and Inventories (Study III); Aquatic Resources Database (Job 4).

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

Bishop Museum is named as the grantee to develop the HEHEP model in the grant.

10. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; and 2) completed mandatory training.  
(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Ray Uchimura	DAR	808-587-0096	ray.k.uchimura@hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR Chapter 3-122, Subchapter 15, Cost or Price 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  
William J. Aila, Jr.

8/9/11

Date

**For Chief Procurement Officer Use Only**

11. Date Notice Posted: 8-11-11

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:

Chief Procurement Officer  
State of Hawaii  
P.O. Box 119  
Honolulu, HI 96810-0119

12. Chief Procurement Officer (CPO) Comments:

Request is disapproved as department should have utilized HAR Chapter 3-122, subchapter 4.5 source selection for federal grants, to select a provider or providers for a federal grant. The department may resubmit as a procurement violation explaining why the department did not comply with the procurement code.

Approved

Disapproved

No Action Required

*David J. [Signature]*  
Chief Procurement Officer Signature

10/3/2011  
Date