



State of Hawai'i

560 North Nimitz Highway, Suite 200
Honolulu, Hawai'i 96817

June 22, 2020

Request for Quotes (“RFQ”) No. PP 2020-37

FISHER ENGAGEMENT COORDINATOR

To All Interested Offerors:

Notice is hereby given that the Office of Hawaiian Affairs (hereinafter “OHA”) will be accepting quotes from interested Offerors that can provide services to assist the Ka‘ūpūlehu Marine Life Advisory Committee (hereinafter “KMLAC”) in fisher-specific outreach activities, assist in the development and facilitation of an initial “fisher hui” of long time area fishers, and review and provide input on sustainable fishery management plan proposals and recommendations.

The term of this Contract shall be for TWELVE (12) months from August 1, 2020 through and including July 31, 2021 subject to the availability of funds.

Quotes must be received through the HiePRO website by 2:00 p.m. Hawai'i Standard Time on Monday, July 6, 2020.

Pursuant to HAR §3-122-75, considering the criteria, including but not limited to quality, warranty, and delivery; the award shall be made to the lowest most responsive, responsible offeror. When the award to the lowest responsive, responsible offeror is not practicable, the award shall be made to the offeror whose quotation provides the best value to the OHA.

The OHA reserves the right to reject any or all quotes and to accept the quotes in whole or part in the best interest of the OHA.

Background

Pursuant to a 1997 settlement agreement in *Kona Hawaiian Civic Club v. Hualālai Development Corp.*, the KMLAC, of which OHA is a voting member, is actively working to develop a sustainable subsistence fishery management plan for a four-mile stretch of shoreline in the Ka‘ūpūlehu and Kūki‘o ahupua‘a. In response to the depletion of fish stocks due to increased access to and overfishing in the area, and in order to reestablish the ecological foundation for a robust subsistence fishery, the KMLAC has successfully established a ten-year “Try Wait” fishing rest period for this four-mile stretch of shoreline and its adjacent waters, to allow

populations of larger, highly fecund fish to recover. The development of a sustainable subsistence fisheries management plan during this “Try Wait” period is critical to ensuring that fishing resumes in a sustainable and culturally consistent manner. Through internal discussion, a conservation action planning process, and the application of a “Fish Path” species-specific fishery management tool, the engagement of local fishers has been most recently identified as a critical component in the development and implementation of the sustainable subsistence fisheries management plan.

Scope of Work

The Offeror shall provide and perform the services required in a satisfactory and proper manner as determined by the OHA. The services shall include, but may not be limited to, the following:

1. Objectives
 - a. Attend KMLAC meetings (including virtual meetings) during the contract period (approximately 6 to 8 meetings per year).
 - b. Work with KMLAC members to coordinate and otherwise support fisher-specific outreach activities, including but not limited to: Makai Watch trainings (in-person and virtual), event booths (if/when possible), online discussion fora, and invasive removal events within and adjacent to Ka‘ūpūlehu and Kūki‘o (if/when possible).
 - c. Work with KMLAC members to identify, contact, and coordinate meetings (including telephonic and online meetings) with appropriate individuals with a long history of fishing and harvesting from the waters of Ka‘ūpūlehu, Kūki‘o, and adjacent areas, to provide them with information with regards to KMLAC’s efforts to develop a sustainable subsistence fishery management plan, and to solicit information and input to inform the development of the plan.

2. Deliverables
 - a. Reports summarizing the Offeror’s coordination and support of fisher-targeted outreach activities approved by the KMLAC, including at least two (2) “live” Makai Watch trainings (online if necessary) and two (2) invasive species removal events, or in the event that such events are foreclosed due to social gathering restrictions, two (2) online discussion forums or panels with invited fishers regarding “Try Wait” and the fisheries management plan.
 - b. A list of names and contact information of participants in the outreach activities who are interested in receiving more information regarding KMLAC and its efforts.
 - c. A preliminary written recommendation for initial “fisher hui” members who possess particular and long-time experience with the nearshore resources of Ka‘ūpūlehu and Kūki‘o, and who have a demonstrated interest in perpetuating the resources and traditional subsistence practices of the area.
 - d. A final report that identifies opportunities for members to participate in planning and management and recommends next steps in the development of a “fisher hui” to

assist in the development and implementation of a sustainable subsistence fishery management plan for Ka‘ūpūlehu and Kūki‘ō.

Qualifications

The Offeror may have the following desired qualifications:

1. A background in fishing and fishing practices, preferably in Ka‘ūpūlehu, Kūki‘ō, and/or adjacent regions in the Kona coastline.
2. Familiarity with fish species and other aquatic resources found in the waters of Kona, Hawai‘i Island.
3. Familiarity with cultural traditions, values, and mo‘olelo of Ka‘ūpūlehu, Kūki‘ō, and/or adjacent regions in the Kona coastline.
4. Familiarity with Ka‘ūpūlehu/Kūki‘ō community.
5. Ability to understand and communicate scientific and regulatory information to laypersons.
6. Ability to use virtual meeting technology.

General Contract Compliance for Successful Offeror

A. The successful Offeror shall comply with HRS, Chapter 103D and all State, Federal, and County requirements.

B. License and Compliance

1. The successful Offeror must be registered as a business in the State of Hawai‘i, be compliant with Hawai‘i Compliance Express (hereinafter “HCE”), complete the W-9 form (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>) and provide a Certificate of Liability Insurance. If you are not registered with HCE, please register by going to HCE’s website: <http://vendors.ehawaii.gov/hce/splash/welcome.html>.
2. Submit a current copy of a Certificate of Liability Insurance with the following:

The minimum insurance coverage and limits below, which shall also apply to subcontractor(s) where appropriate:

Coverage	Limit
Commercial General Liability	\$2,000,000 single limits per occurrence for bodily injury and personal property damage.
Personal Injury Liability	\$1,000,000 single limits per occurrence \$2,000,000 for general aggregate
Automobile Insurance covering All owned, non-owned and hired automobiles.	Bodily injury liability limits of \$1,000,000 each person and \$1,000,000 per accident and property damage liability limits of \$1,000,000 per accident OR \$2,000,000 combined single limit

Workers Compensation as required bylaws of the State of Hawaii

Insurance to include Employer's Liability. Both such coverages shall apply to all employees of the CONTRACTOR and (in case any sub-contractor fails to provide adequate similar protection for all its employees) to all employees of sub-contractors

Professional Liability (Errors and Omissions)

\$1,000,000 per claim
\$2,000,000 annual aggregate

3. Each insurance policy required by the contract, including a subcontractor's policy, shall contain the following clauses:
 - a. "This insurance shall not be canceled, limited in scope of coverage or non-renewed until after 30 days written notice has been given to the Office of Hawaiian Affairs, 560 North Nimitz Highway, Suite 200, Honolulu, HI 96817."
 - b. "The Office of Hawaiian Affairs, its trustees, employees, representatives and agents and the State of Hawai'i are added as additional insureds as respects to operations performed for the Office of Hawaiian Affairs."
 - c. "It is agreed that any insurance maintained by the Office of Hawaiian Affairs will apply in excess of, and not contribute with, insurance provided by this policy."

The RFQ may be canceled when it is determined to be in the best interest of the OHA. If you have any questions, you may contact Geena Chau, Procurement Specialist, by email at geenac@oha.org.