

February 27, 2023
Item IV.A

MEMO TO: KIRC Commissioners
FROM: Michael K. Nāho‘opi‘i, Executive Director
SUBJECT: Authorize the Executive Director to Extend Base Camp Management Contract for FY24

RECOMMENDED MOTION:

To authorize the Executive Director to extend the Base Camp Management Contract with Dawson, Inc. for the period May 15, 2023, through May 14, 2024, in the amount of \$505,768.76.

BACKGROUND & SUMMARY:

The Base Camp Management Contract was extended once to Dawson, Inc in FY23 for \$497,297.67. This is the second of three extensions authorized in the Base Camp contract.

The changes in the FY24 quotes are:

Services	FY24	FY23	Δ	Notes
Food Service Workforce	\$70,727.64	\$70,727.64	0.00	No changes
Facilities Support Workforce	\$322,660.80	\$320,951.16	\$1,709.64	Note 1
Total Monthly Services with GET	\$409,776.96	\$407,996.16	\$1,780.80	
Contingency Transport	\$35,760.00	\$22,080.00	\$13,680.00	Note 2
Meals	\$51,750.00	\$48,000.00	\$3,750.00	Note 3
Kitchen Supplies	\$9,660.00	\$10,350.00	(\$750.00)	Note 4
Allowance for Contingencies	\$5,000.00	\$5,000.00	0.00	
Total Reimbursable services with GET	\$96,009.80	\$89,301.51	\$6,707.49	Note 5
Total Contract Amount	\$505,768.76	\$497,297.67	\$8,471.09	

Notes:

1. Increase in Facilities Support Workforce is due to an increase in joint travel regulation (JTR).
2. Increase in Contingency Transport is due to increase in helicopter vendor fare by \$200/flight hour.

3. Increases in meal cost is to accommodate anticipated larger on-island groups with the reduction in COVID restrictions.
4. Reduction in Kitchen Supplies is due to reduced COVID cleaning requirements.
5. Reimbursable Services are paid as services are executed. Any services not utilized, or any remaining balance that is left at the end of the contract extension is returned to the trust fund.

LEGAL AUTHORITY:

The relevant provisions of Chapter 6K, Hawai'i Revised Statutes, read as follows:

[§6K-6] Responsibilities and duties of the commission. The general administration of the island reserve shall rest with the commission. In carrying out its duties and responsibilities, the commission...

(2) Shall approve all contracts for services and rules pertaining to the island reserve...

[§6K-9.5] Kaho`olawe rehabilitation trust fund. (b) The commission may use moneys in the trust fund to carry out the purposes of this chapter, including hiring employees, specialist and consultants necessary to complete projects relating to the purposes of this chapter.