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

STATE PROCUREMENT OFFICE
STATE OF HAWAII

- 1. TO: Chief Procurement Officer
- 2. FROM: DOT/Airports Division

Department/Division/Agency

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

3. Description of goods, services or construction:

Services to obtain fingerprint based criminal history records check and Security Threat Assessments (STA) from the American Assosication of Airport Executives (AAAE) Transportation Security Clearinghouse for all airport employees and tenants (in the statewide Hawaii airport system) who require security clearance to perform official duites within the public area of the Airports or require unescorted accss to the sterile area, security identification display area (SIDA), and airport operations area (AOA). This includes all system-wide airports in the State of Hawaii.

4. Name of Vendor: American Association of Airport Executives (AAAE) Address: 601 Madison Street, Suite 400 Alexandria, VA 22314	5. Price: \$460,000/year
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6. Term of Contract: From: July 1, 2012 To: June 30, 2014 9/30/13	7. Prior Exemption Ref. No. 10-022-B 11-097D 10-022-B 11-097D
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8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

The AAAE is comprised of various airlines and airports who become paying members of this organization. The organization was developed to lobby federal government to keep airline and airport costs down. The AAAE is the only agency that is currently authorized by the Transportation Security Administration (TSA) to perform this function at this time. (see attached letter from TSA for verification).

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

See attached for further explanation. We are also requesting a two year exemption, in an effort to enter into two year loyalty agreements with TSC, that will allow the airports to obtain better rates for their services. (see attached justification)

10. A description of the agency's internal controls and approval requirements for the exempted procurement:

Purchase orders will be issued on a quarterly basis following our Department's procurement delegation.

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:		
Name	Position	Involvement in Process
Chris Murphy	Oahu District Business Svcs. Sup	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Brian Kamimoto	Maui District Business Svcs. Sup	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Chauncey Wong Yuen	Hawaii District Manager	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Steven Santiago	Hilo Assistant District Manager	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Roy Sakata	Airport Operations Officer	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Glenn Okimoto	Director of Transportation	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration

13. Direct inquiries to:	Department: DOT- Airport Operations Contact Name: Mary Kitsu Phone Number: 808-838-8708 Fax Number: 808-838-8760
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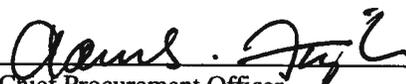
Agency shall ensure adherence to applicable administrative and statutory requirements

14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*

 _____ Department Head	MAR 09 2012 _____ Date
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Reserved for SPO Use Only	
	15. Date Notice Posted <u>3/13/2012</u>
The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to: <p align="center"> Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119 </p>	
Chief Procurement Officer's comments: <p> Department has verified that the Federal Transportation Security Administration (TSA) requires DOT to utilize this contractor for these services at this time as TSA is still in the process of approving multiple vendors. Approval is granted only for the period 07/01/12 to 06/30/13. Upon receipt of a list of multiple vendors, department shall in a timely manner utilize the applicable method of procurement for services beyond 06/30/13. 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 be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. </p> <p> Department is reminded to use the forms on the SPO website. If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov. </p>	

16. APPROVED DISAPPROVED NO ACTION REQUIRED

 _____ Chief Procurement Officer	3/29/2012 _____ Date
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