



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

\*12 MAY 29 10:09

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Health  
Name of Requesting Department

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

1. Describe the goods, services or construction:  
(see attachment)

2. Vendor/Contractor/Service Provider: University Clinical, Education & Research Associates (UCERA)	3. Amount of Request: \$ 10,000.00
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4. Term of Contract From: <del>1 Mar 12</del> To: <del>28 Feb 13</del> <i>P.O. Date to 12 months from P.O Date KT 6/18/12 Per lola</i>	5. Prior SPO-007, Procurement Exemption (PE):
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6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:  
(see attachment)

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:  
The vendor was selected after meetings with the Director of Health, the Director of the Office of Public Health Studies at the John A Burns School of Medicine and the Senior Editor of the Hawaii Medical Journal.

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8. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) completed mandatory training; and 2) who may contact for follow up inquiry, if any.  
 (Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Lola Irvin	TSP--HHI	586.4488	<i>L/180</i> lola.irvin@doh.hawaii.gove
Tonya Lowery St. John	TSP-SRG	586.5447	tonya.lowerystjohn@doh.hawaii.gov (not trained)

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.  
 I certify that the information provided above is, to the best of my knowledge, true and correct.*

*[Handwritten Signature]*  
 Department Head Signature

*5/25/12*  
 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 5/25/12

Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approval is granted for a 12 month period from the purchase order date. 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.

If there are any questions, please contact Kevin Takaesu at 586-0568, or [kevin.s.takaesu@hawaii.gov](mailto:kevin.s.takaesu@hawaii.gov).

Approved       Disapproved       No Action Required

*Kevin S. Takaesu*  
 Chief Procurement Officer Signature      6/18/2012  
 Date

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The Department of Health ("DOH") is requesting an exemption for creation, facilitation, management, and maintenance services for a new monthly International Standard Serial Numbered (ISSN) Hawaii Journal of Medicine & Public Health and the Hawaii Journal of Medicine & Public Health website that would be effective for a 12-month time period. DOH would make a \$10,000.00 lump sum payment for initial setup costs and performance 12 continuous months of Hawaii Journal of Medicine & Public Health website and publishing service. Specific services to be performed include the following:

1. Will apply for a new International Standard Serial Number (ISSN) and launch the new publication at a date mutually agreeable to DOH and the vendor.
2. Perform website work in which the website will be developed and reviewed by all parties to support the new journal.
3. Include in the monthly Journal a dedicated Public Health Hotline section which will be co-edited by a DOH staff member and other Individuals that will be determined after the new publication is officially created.
4. Organize and hold monthly editorial staff meetings in which reviews of the contents of each upcoming journal and include members that will be determined.
5. Coordinate journal submissions in which shall be triaged to either the medical editors or the public health editors.
6. Perform the monthly layout of the Journal and solicit advertisements to help defray the Journal costs.

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DOH is requesting an exemption from Chapter 103D competitive procurement of goods and services to be able to purchase publication setup and maintenance, and Hawaii Journal of Medicine & Public Health website support services from The University Clinical, Education, and Research ("UCERA"), a Hawaii based non-profit corporation that was incorporated in the State of Hawaii, and currently housed at 677 Ala Moana Blvd., Suite 1001, Honolulu, HI 96813.

DOH feels that UCERA will provide the most cost effective approach of publishing a Hawaii Journal of Medicine & Public Health and a maintaining a Hawaii Journal of Medicine & Public Health website for Hawaii's Public Health Community. DOH recognizes that it will realize cost savings by utilizing UCERA's existing publishing infrastructure and share in the creation and maintenance of a Hawaii Journal of Medicine & Public Health and related website. UCERA has expressed, to DOH, their willingness to adjust their publication procedures and existing publishing infrastructure for the setup and maintenance of a new Hawaii Journal of Medicine & Public Health and Hawaii Journal of Medicine & Public Health website, contingent upon receiving a formal proposal and for obvious reasons, approval of this exemption.

Currently, UCERA's monthly Journal is edited by S. Kalani Brady, MD and Michael J. Meagher, MD. both co-edit, recruit and maintain a panel of Associate Editors, a Copy Editor and Contributing Editors. UCERA already has staff to perform other core functions, using two part-time staff, a Production Manager and Subscription Manager. With this staffing arrangement, DOH would no longer have to be responsible for direct oversight of a publication process and would not longer have to financially subsidize other core functions 100%, freeing up staff for other tasks and reducing expenses to the DOH.

Furthermore, DOH can attest that it understands the amount of staff effort and financial resources needed to publish a monthly Hawaii Journal of Medicine & Public Health as it had previously published a quarterly Hawaii Journal of Medicine & Public Health. From this past experiences, DOH learned that that at the minimum, a monthly publication would require a dedicated full-time worker, resulting in the payment of salary and benefits. Additionally, DOH would incur materials and printing costs, further adding to the costs of continuing to publish with in-house staff.

Another important factor for DOH's desire to utilize UCERA is that there is a goodwill aspect between UCERA and JABSOM. DOH feels UCERA offers a unique benefit. This unique benefit is highlighted through the support given by UCERA's current Editors, S. Kalani Brady, MD and Michael J. Meagher, MD both are Faculty from JABSOM. DOH recognizes that JABSOM Faculty greatly supports UCERA's efforts. A formal business relationship with UCERA would provide a bridge to the vast pool of Hawaii-based medical and public health expertise at JABSOM; ultimately, this would be accessible to Hawaii's Public Health Community via the new Publication.

DOH believes payment to UCERA for the services in item 1 would be financially beneficial to DOH and be an enhancement to the overall quality of the proposed Public Health Journal and website. Using a vendor other than UCERA would not result in the same benefits to DOH.

PE 12-115K