



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

12 JUN 28 A 7:21

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Labor and Industrial Relations
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:
As part of a DLIR IT upgrade, the Hawai'i Civil Rights Commission (HCRC) is replacing 26 desktop computers and its network server. The HCRC purchased its desktop computers and server in 2007, with migration to the current system completed in 2008. Several of the desktops have failed, and we are experiencing problems with the server. The DLIR/HCRC needs to procure the services of a contractor/consultant, Oahu Computers, to execute migration of data from the existing server to new replacement server and to upgrade and migrate the HCRC database to the new replacement server. The HCRC database must be upgraded in order to maintain functionality and compatibility on new replacement server and desktops when the database is migrated to the new replacement server. The HCRC database is critical to the day to day work of the HCRC.

2. Vendor/Contractor/Service Provider:	Oahu Computers	3. Amount of Request:
		\$ 24,973.82

4. Term of Contract From: upon execution <i>6/28/2012</i>	To: completion (< 12 mos.) <i>6/27/2013</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:
The HCRC has a one-time opportunity to implement this DLIR IT upgrade. Funds that are not encumbered by June 30, 2012, will lapse and the HCRC will not be able to procure these services at all. Procurement of Oahu Computers service will make it possible to complete the process and avoid loss of funds for the needed upgrade. Vendor Oahu Computers has worked with the HCRC database for more than 6 years. In order to migrate the HCRC database from old to new server in 2006-2008, Oahu Computers performed the reengineering and reprogramming required due to the age and lack of documentation on the legacy SQL/Access database (originally written by another programmer in the 1990s). Other vendors were not interested in submitting a bid in our budget limits for that work, and competitive bidding would likely yield the same results. The unique specialized knowledge and experience that Oahu Computers has with the HCRC database will allow us to upgrade from the current Access 97 version and complete migration of the database in the most cost-effective and economical manner, ensuring compatible use of the database without delay or interruption in HCRC work.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
Beginning in May 2006, Oahu Computers began integration service on the HCRC's server and network. This work included migration of the HCRC database from the old server to new server, requiring reverse engineering and reprogramming to due to the age and lack of documentation on the HCRC legacy SQL/Access database. They have maintained the server and database for more than 6 years. Oahu Computers was selected based on this unique specialized experience and knowledge. They have a plan for upgrading the HCRC database from the current Access 97 version to the point that specialized and unique knowledge will no longer be required to maintain the database.

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
Norman Ahu <i>Francisco Corpuz</i> <i>DR 7/11/12</i>	DLIR	586-8888	Norman.Ahu/DLIR/StateHiUS

**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.**

[Signature]

Department Head Signature

6/27/12

Date

For Chief Procurement Officer Use Only

Date Notice Posted: *6/28/2012*

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 the period 06/28/12 to 06/27/13. 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. Per e-mail from the department dated 07/11/12, Mr. Francisco Corpuz has been identified as the person who will be responsible for this procurement.

As a reminder, individual(s) participating in procurement activities are required to be in compliance with Procurement Delegation No. 2010-01 and Amendment 1, and Procurement Circular No. 2010-05, *Statewide Procurement Training*, as appropriate. If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

Approved

Disapproved

No Action Required

[Signature] *7/11/2012*
 Chief Procurement Officer Signature Date

Ref 95-12-0860

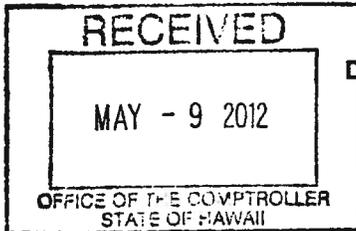
NEIL ABERCROMBIE
GOVERNOR



DWIGHT Y. TAKAMINE
DIRECTOR

AUDREY HIDANO
DEPUTY DIRECTOR

Acc Ref 12.0158



STATE OF HAWAII
DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS

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Email: dlir.director@hawaii.gov

May 7, 2012

TO: Sanjeev Bhagowalia, Chief Information Officer
Office of Information Management and Technology

THROUGH: Dean H. Seki, Comptroller
Department of Accounting and General Services

FROM: 
Dwight Takamine, Director
Department of Labor and Industrial Relations

SUBJECT: Request to Acquire the Services of a Contractor (Consultant) to Upgrade
and Migrate Database to New Server

Pursuant to Administrative Directive No. 11-12 dated September 29, 2011 and Executive Memorandum No. 11-07 dated June 16, 2011, the Department of Labor and Industrial Relations (DLIR) respectfully requests your approval to acquire the services of a contractor (consultant), Oahu Computers, to execute migration of data from the existing server to new server and to upgrade and migrate of the Hawaii Civil Rights Commission (HCRC) database to the new server.

As part of a DLIR IT upgrade, the HCRC is replacing 29 desktop computers and its network server. The HCRC last purchased desktop computers and server in 2007, and migration to the current system was completed in January 2008. However, since then several of the desktop computers have failed, and there have been problems with the server. Also, MS will no longer support and issue security updates for Windows XP after April 2014.

Oahu Computers has been providing technical support and service on the HCRC's server and database dating back to May 2006, including migration of the HCRC database from the old server to the current server in 2007-2008. This work required reverse engineering and reprogramming due to the age of and lack of documentation on the HCRC legacy SQL/Access database.

Oahu Computers is uniquely qualified to perform the services required, having performed the reverse engineering and reprogramming required for implementation of the HCRC database from the old server to the current server in 2007. They have special/proprietary knowledge that will allow them to upgrade and migrate the HCRC database to provide full access compatibility, and capability on the database for the new desktops on the network. With this upgrade, the

Sanjeev Bhagowalia
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functionality of the HCRC database should be improved to the point that it will no longer require specialized and unique knowledge to maintain the database. The HCRC database is critical to HCRC operations.

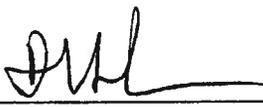
The cost of the contract will be approximately \$25,000 and will be paid for entirely by general funds. We plan on implementing the upgrade and migration by December 31, 2012, or earlier if possible.

Upon your approval, DLIR will follow the State's procurement policies to acquire the services of a contractor (consultant), with Oahu Computers as a sole source. Your consideration of our request is much appreciated. Should you have questions regarding this request, please call me at 586-8844 or have your staff call William Hoshijo, HCRC Executive Director, at 586-8644.

APPROVED

DISAPPROVED

DEFER



DEAN H. SEKI
Comptroller

5/23/12

Date

APPROVED

DISAPPROVED

DEFER

for 

SANJEEV BHAGOWALIA
Chief Information Officer

5/18/2012

Date

Date

c: Norman Ahu, Administrative Services Office