



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

12 DEC -4 9:11

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Accounting and General Services
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:
The State Foundation on Culture and the Arts (SFCA) has been offered a gift of \$50,000 to contract for services from a website professional and a photographer to document works of art given to the Art in Public Places Collection from the Michael Haig Collection. Mr. Haig is providing the funds exclusively for the documentation of his gifts to the State Collection. The SFCA proposes to work with ICSD and DAGS Systems and Procedures to build the website, install the hyperlink and integrate TIFF images of the Haig gifts into a museum quality presentation.

2. Vendor/Contractor/Service Provider: Michael Haig <i>KT 1/8/13</i>		3. Amount of Request: \$ 50,000.00
4. Term of Contract: From: 11/01/2012 To: 10/31/2013	5. Prior SPO-007, Procurement Exemption (PE): N/A	

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
Mr. Haig has generously provided works of art from his private collection to the State/Art in Public Places Collection. In order to promote public access to these works of art, Mr. Haig has proposed providing funding to pay for services of a website designer and photographer. These individuals will document the works of art for inclusion on the SFCA website. Since the services will be restricted to the works of art donated by Mr. Haig to the Hawai'i State Art Museum, there is no need for competition to determine fair price.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
Mr. Haig will work with the SFCA to review portfolios of qualified IT designers and photographers. Selection of work will be made according to quality of work, expertise in documentation of visual art, cost, availability, and ability to work cooperatively with Mr. Haig and State employees.

8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).
*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	e-mail address
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Eva Laird Smith	SFCA	586-0301	<u>eva.laird.smith@hawaii.gov</u>
Miyahara, Denise	SFCA	586-0771	Will be responsible for Exemption per Eva L. Smith via phone. 1/15/13 2:15 pm

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.



Dean H. Seki Department Head Signature

12/3/12
 Date

For Chief Procurement Officer Use Only

Date Notice Posted: 12.4.12

Inquiries about this request shall be directed to the contact named in No. 8. 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:

A meeting was held on 01/24/13 to discuss whether this exemption request was warranted. SFCA did not provide an explanation justifying the request to disallow competition for the procurement of a photographer and website master. This request is disapproved as it lacks sufficient justification for an exemption. Department may use the appropriate method of procurement (i.e. small purchases procedure) to expeditiously procure the goods or services needed, while affording other potential vendors the opportunity to compete.

If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

- Approved
 Disapproved
 No Action Required

Aaron Fujioka 1/28/2013
 Chief Procurement Officer Signature Date
 Aaron Fujioka