



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

13 JUN 27 P2:20

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Attorney General, Hawaii Criminal Justice Data Center
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:

This request is for an exemption from Chapter 103D, HRS, to procure technology services for the Lights Out Transaction Controller (LOTC). The LOTC provides an automated and timely identification service for both criminal and civil background checks. It is an integral part of the "Lights Out" automated identification process which involves the integration of the Automated Fingerprint Identification System (AFIS) and the criminal history repository, CJIS-Hawaii. The Hawaii Criminal Justice Data Center (HCJDC) is initiating new development and enhancements to the LOTC, therefore, seeking services to assist with modifications to this system.

AK 8.20.13

2. Vendor/Contractor/Service Provider:	TBD, upon Rematics, LLC completion of correlative action in CPO comments	3. Amount of Request:	\$ 200,000.00
4. Term of Contract From:	Jun-13	To:	Dec-15
5. Prior SPO-007, Procurement Exemption (PE):			

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

The HCJDC posted a qualifications notice for professional services twice and received less than the required 3 vendor responses. The first qualifications notice was posted on 04/25/2013 and 2 vendor responses were received. A second notice was posted on 06/05/13 and prospective vendors were contacted beforehand to ensure the notice would be reviewed. Of the vendors contacted, 1 responded as unable to submit a proposal. The other vendor was unresponsive.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

The HCJDC formed a review and selection committee as required by the professional services procedures. Both the review and selection committee members were approved by the Attorney General and the Office of Information Management and Technology (OIMT). A meeting was held on May 28, 2013 and the 2 vendor responses received were discussed and scored using a qualifications criteria matrix provided to each committee member. Rematics, LLC. received the highest score.

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
Laureen Uwaine	HCJDC/AG	587-3110	luwaine@hcjdc.hawaii.gov
John Maruyama	HCJDC/AG	587-3366	jmaruyam@hcjdc.hawaii.gov
Susan Yonemura *	HCJDC/AG	587-3392	syonemur@hcjdc.hawaii.gov

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.

Russell A. Suzuki

Department Head Signature

6-25-13
Date

For Chief Procurement Officer Use Only

Date Notice Posted: 6-28-13

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:

The department evaluated two providers based only on experience. However, HRS §103D-304 requires evaluation by applying the required criteria in descending order as (1) Experience and professional qualifications relevant to the project type; (2) Past performance on projects of similar scope for public agencies or private industry, including corrective actions and other responses to notices of deficiencies; (3) Capacity to accomplish the work in the required time; and (4) Any additional criteria determined in writing by the selection committee to be relevant to the purchasing agency's needs or necessary and appropriate to ensure full, open, and fair competition for professional services contracts. The department shall take corrective action as noted above. Upon completion of the corrective action, this approval is only to allow the selection committee to rank less than the minimum of three persons based on the selection criteria, which the HOPA may conduct negotiations.

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. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file.

For future procurements of this nature, the more appropriate professional series is Computer Engineering Series, GS-0854. If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565 or donna.tsuruda-kashiwabara@hawaii.gov.

Approved

Disapproved

No Action Required

Adrian S. J...
Chief Procurement Officer Signature

8/20/2013
Date