



**STATE PROCUREMENT OFFICE
NOTICE OF REQUEST FOR EXEMPTION 15 APR 16 P1 57
FROM HRS CHAPTER 103D**

ADMINISTRATION
STATE PROCUREMENT OFFICE
DTS 2015-0416 1114968
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Business, Economic Development & Tourism/NELHA
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:
Completion of the security infrastructure required for a newly installed 30 KW photovoltaic testbed including the design, supply and installation of two streetlights (with associated power supply ductwork), and data duct line to support the installation (by others) of a security camera monitoring system.

2. Vendor/Contractor/Service Provider:	Island Pacific Energy LLC	3. Amount of Request:	\$ 26,000.00
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4. Term of Contract: From: 5/1/15 To: 12/31/15	5. Prior SPO-007, Procurement Exemption (PE): None
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6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
Following a standard Competitive Sealed Proposals (RFP) selection process, NELHA entered into contract #62357 with Island Pacific Energy LLC on 8/12/13 for services to design, supply and install a 30KW photovoltaic electricity generating testbed system with supporting infrastructure, including fence, security lighting, and data ductline for security camera monitoring. All but the security infrastructure was completed under this contract. Due to unexpected permitting delays, a timely extension to the contract was not obtained in order to complete the project. This exemption request seeks to secure completion of the last two elements - security lighting, and data ductline. Because the intent was originally to complete this work as part of a larger overall project: 1) the vendor has already completed the design, secured materials and made contractual agreements with subcontractors to complete the work, 2) the vendor stands ready to complete the work, thereby saving time for the State, and 3) the cost for this work was originally priced by vendor as part of a larger package, and to reprice it on its own would likely increase the cost to the State due to additional mobilization fees and indirect overhead factors.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
NELHA selected the vendor in 2013 by means of a standard Competitive Sealed Proposals (RFP) process in which the selection committee utilized evaluation criteria of qualifications/experience, completeness of the proposal and design, time required to do the work, overall cost, and the vendor's references from prior projects which demonstrated the required skill sets and responsiveness to the client's needs. As a result, NELHA believes that the vendor is qualified to provide good value and service to the State. This procurement will require the approval of the Director of DBEDT. A standard contract will be created and will follow regular contract requirements.

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
Gregory Barbour	DBEDT/NELHA	327-9585 x225	gb@nelha.org
Laurence Sombardier	DBEDT/NELHA	327-9585 x244	laurences@nelha.org

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

Date

4/15/15

For Chief Procurement Officer Use Only

Date Notice Posted:

4.17.15

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:

This approval is for the period 5/1/2015 to 12/31/2015 with the understanding that the department has determined that it is not advantageous to conduct a competitive procurement. Approval is for the solicitation process only and HRS section 103D-310(c) and HAR section 3-122-112 shall apply (i.e., vendor is required to provide proof of compliance). The award is required to be posted on the Awards Reporting System and copies of the compliance and awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565, or donna.tsuruda-kashiwabara@hawaii.gov.

Approved

Disapproved

No Action Required

[Handwritten Signature]
Chief Procurement Officer Signature

5/20/15

Date