



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

15 APR 24 P3 54

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DEPARTMENT OF PUBLIC SAFETY/PUBLIC INFORMATION OFFICE
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:
SERVICES FOR THE DEVELOPMENT, COMMERCIAL AIR TIME AND WEB ADVERTISING OF DEPUTY SHERIFF RECRUITMENT COMMERCIALS FROM OCEANIC TIME WARNER CABLE.

2. Vendor/Contractor/Service Provider	OCEANIC TIME WARNER CABLE	3. Amount of Request:
		\$ 16,000.00
4. Term of Contract From:	1-May-15	To: 31-May-15
		5. Prior SPO-007, Procurement Exemption (PE):
		PE 14-054B

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
The subject services for the recruitment of Adult Correctional Officers (ACO) and Deputy Sheriffs was approved on PE-14-054B. To increase PSD's pool of applicants, the exemption called for the contractor's development of professional grade television commercials and the running of numerous television spots and on-line web ads with high statewide market exposure. The period of the exemption was from April 1, 2014 to September 30, 2014. Due to delays in hiring and scheduling the Basic Corrections Training and Law Enforcement Recruitment Classes, the timeline for running recruitment commercials was pushed back several times. Late into the contract period, the program was informed of the need to delay the Deputy Sheriff commercials until 2015 to coincide with DHRD's upcoming open recruitments. Because of the late notification and unforeseen circumstances, the PSD was not able to request an extension to their procurement exemption. Due to a misunderstanding, the program was also not aware that when the contractor develops (production, filming and editing) the commercials, it doesn't invoice for the services until the commercials are actually aired. The Deputy Sheriff commercials were developed by the contractor during the contract period of PE 14-054B.

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

It is not practicable or not advantageous to conduct a new procurement because Oceanic Time Warner Cable has already completed under the approval period of PE 14-054B the development (production, filming and editing) of the Deputy Sheriff commercials. Because PSD is required to pay Oceanic Time Warner Cable for the development of the commercials, it therefore has no choice but to have Oceanic Time Warner Cable air the commercials and make them available on the web. Although PE 14-054B was approved for \$42,000.00, the agreed amount between the State and the contractor is \$40,000.00. The contractor has already been paid \$24,000.00 for previously aired ACO commercials. Once the subject Deputy Sheriff commercials are aired possibly around May 2015, the contractor will invoice the department for the \$16,000.00 balance.

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
Marc Yamamoto <i>MSY 4/17/15</i>	PSD/ASO-PC	808-587-1215	marc.s.yamamoto@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.

[Signature]

Department Head Signature

4/22/15
Date

For Chief Procurement Officer Use Only

Date Notice Posted: *4/29/15*

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:

Approval is granted for the period 5/1/15 to 5/31/2015 and is for the solicitation process only. Pursuant to HRS section 103D-310(c) and HAR section 3-122-112, the procuring officer shall verify compliance (i.e., vendor is required to provide proof of compliance) for all contracts awarded and the award is required to be posted on the Awards Reporting System. Copies of the compliance and awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature

5/11/15

Date