



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

Received by
State Procurement Office
08/08/2016

TO: Chief Procurement Officer
FROM: DHS/Hawaii Public Housing Authority
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 and/or services: Professional Design Consultant Services for Site Improvements at Kalihi Valley Homes.

2. Vendor/Contractor/Service Provider: tbd	3. Amount of Request: \$ 20,000 (Estimate)
4. Term of Contract From: tbd To: tbd	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 HPHA does not currently have a list for professional design consulting services for fiscal year 2017 but is in the process of issuing a notice for professional services no later than mid-September 2016. Due to the recent tropical storm a portion of the hillside in the back of a dwelling building at Kalihi Valley Homes was saturated with water and a landslide occurred. There exist a large depression on the slope which is in danger of undermining the sidewalk above the hillside. It may not be until the end of November 2016 before a selection of a consultant takes place.

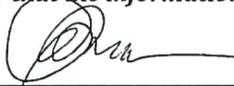
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: The HPHA intends to evaluate and select from a minimum of 3 firms from fiscal year 2016's list of professional consulting services using the same evaluation criteria included in the 2016 publication/solicitation. The HPHA will begin negotiaion with the top-ranked firm accoriding to procurement rules. If the HPHA is unable to negotiate a contract with the top-ranked firm, the HPHA shall terminate negotiations and begin negotiations with the 2nd ranked firm. If the HPHA is unable to negotiate a contract with the 2nd ranked firm, the HPHA will begin negotiations with the 3rd ranked firm.
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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
*Rick Sogawa	DHS/HPHA	832-6038	rick.t.sogawa@hawaii.gov
Lisa Izumi	DHS/HPHA	832-5374	lisa.m.izumi@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.



Department Head Signature

8/5/16

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 8/11/2016

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:

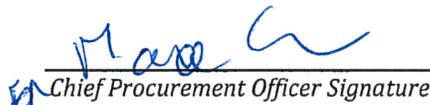
Request is returned with no action required as the Department has decided to withdraw their Notice of Request for Exemption. DOH/HPHA may use the appropriate method of procurement to solicit for the services being requested.

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

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature

9/15/16
Date