



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

**Received by
State Procurement Office
09/16/2016**

TO: Chief Procurement Officer

FROM: Department of Defense - Office of Veterans 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 and/or services:
Maintenance of the Hawaii.networkofcare.org website. Services include, but are not limited to providing daily and quarterly reports on website use, monthly update of service directory database, daily updates of State and federal legislation concerning veterans issues, updates and upgrades of website, daily news update, etc. The Network of Care (NOC) website was established and utilized through Department of Health/AMHD/Mental Health Transformation SIG (MHT SIG) for the past four years. At that time a grant was awarded to Department of Health to accomplish this task. Department of Health provided a link for the Department of Defense (DOD)-Office of Veterans Services (OVS) to provide information for military members, veterans and their families. We were notified by the Department of Health that we would need to support our own link to the NOC website. Many hundreds of military members, Veterans and their families in Hawaii and abroad continue to use this website to satisfy their supportive services and needs 24/7, 365 days a year.

2. Vendor/Contractor/Service Provider:	Trilogy Integrated Resources, LLC	3. Amount of Request:
		\$ 10,000

4. Term of Contract From: 11/01/2016 To: 10/31/2017	5. Prior SPO-007, Procurement Exemption (PE): PE16-014D
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6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
MHT SIG initially procured services with the contractor (Sole source ref. no. 08-066-C) to design, develop and construct a NOC website for the MHT SIG with the contractor retaining the ownership rights and any copyright to the NOC website system. Sole source approval was obtained by Department of Health (SS16-009B) for the period November 1, 2015 - October 31, 2017 and continue to provide a link for DOD-OVS. It would not be feasible and cost effective to solicit a new system at this time. The OVS Director will meet with the Department of Health Director or her designated staff representatives to determine the course of action for future procurement of such services. For these reasons, we are requesting an exemption from HRS Chapter 103D to continue to utilize the website.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
As mentioned in item #6, Trilogy Integrated Resources is the only vendor that is able to design and construct a site on the NOC website due to their ownership rights and copyright. No other vendor is authorized to provide this service.

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
Ron Han Jr. *	Office of Veterans Services	433-0422	Ronald.Han@va.gov
Debbie Harada	Office of Veterans Services	433-0421	debbie.s.harada@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

9.12.16

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 9/19/2016

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:

Approval is granted for the period 11/1/2016 to 10/31/2017, based on the department's determination that procurement by competitive means is not advantageous. Exemptions for this website will not be granted beyond 10/31/2017 without an extensive plan of action for the creation of a new website in which the State would retain ownership rights. The department is encouraged to continue work with the Department of Health to convey the plan of action and may consider collaboration and cooperative procurement.

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 provide proof of compliance and may use the Hawaii Compliance Express), and the award is required to be posted on the Awards Reporting System. Copies of compliance and the 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 email bonnie.a.kahakui@hawaii.gov.

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date