



06 JUN 26 12:04

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

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

- 1. TO: Chief Procurement Officer
- 2. FROM: DLNR- Division of State Parks

Department/Division/Agency

Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

3. Description of goods, services or construction:

Contracting a private security firm to lock the entrance gate at the newly constructed improvements at Makapuu State Wayside. The facility will be locked each night according to the Division of State Parks operating hours for winter and summer months. A patrol of the park will take place prior to locking the gate in order to inform anyone from the general public to vacate the premises.

4. Name of Vendor: Honolulu Merchant Patrol  
 Address: 99-1036 Iwaena St.  
 Aiea, HI 96701

5. Price:  
 \$1,041.56 per month/  
 \$6250 for 6-months

6. Term of Contract: Date of Approval 6-Months from Date of  
 From: Month-to-month To: execution of formal Approval  
 contract

7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State:

Currently, Honolulu Merchant Patrol (HMP) locks the entrance gates at Heeia and Kahana State Parks. The current agreement between HMP and State Parks is on a month-to-month basis and the total yearly cost is under \$25,000.00. Should HMP be asked to lock Makapuu State Wayside, the yearly total would exceed \$25,000.00 and require a formal contract. State Parks cannot request proposals to lock Ka Iwi individually because it may be considered parceling. By approval of this request for exemption, State Parks shall begin the process with DAG's to obtain a formal contract for locking the park facilities. Upon implementation, State Parks shall terminate any existing month-to-month agreement(s) with Honolulu Merchant Patrol.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

State Parks is currently working with Honolulu Merchant Patrol because they were the lowest bidder for the current month-to-month agreement. We will be working with the State Procurement Office to establish a formal contract.

**REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)**

12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:		
Name	Position	Involvement in Process
Dan Quinn	Administrator	<input checked="" type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Steve Thompson	Parks Program Manager	<input checked="" type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Ed Underwood	Oahu District Manager	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration

13. Direct inquiries to: Department: Land & Natural Resources, Division of State Parks  
 Contact Name: Ed Underwood  
 Phone Number: 733-9102  
 Fax Number: 733-9107 *Call 205-2790*

Agency shall ensure adherence to applicable administrative and statutory requirements

14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*

*[Signature]*  
 Department Head

*[Signature]* Date

15. Date Notice Posted 6/28/06

The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to: Chief Procurement Officer  
 State Procurement Office  
 P.O. Box 119  
 Honolulu, Hawaii 96810-0119

Chief Procurement Officer's comments:

16.  APPROVED  DISAPPROVED

*[Signature]* 7/5/06  
 Chief Procurement Officer Date