

06 SEP -6 AM '09



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

1. TO: Chief Procurement Officer
2. FROM: Department of Public Safety (PSD)

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:
Consultant specializing in the operation and management of correctional institutions and core programs to: (a) audit present workflow procedures and processes, and financial management, of an operational unit specified by the Department; (b) propose corrective action plan; (c) implement corrective actions; and (d) monitor the results of the corrective actions implemented.

4. Name of Vendor: Criminal Justice Institute, Inc. Address: 213 Court Street Middletown, CT 06457-3393	5. Price: estimated \$33,400.00
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6. Term of Contract: From: Upon CPO Approval To: Nine months	7. Prior Exemption Ref. No.
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8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State: Formal solicitation of bids or proposals would require the disclosure of the specific operational unit to be audited, thereby compromising the integrity of the Department's investigation.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
Discussions with the National Institute of Corrections and a nationally recognized corrections consultant resulted in the identification of potential candidates who could provide the required consultant services. Qualifications of potential candidates were reviewed. Among those candidates who were contacted and evaluated, Mr. Robert Frank possesses the breadth and depth of relevant knowledge and experience in a strong unionized environment. Accordingly, he was selected as the most qualified candidate, and is available for an immediate engagement.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
Informal purchase procedures were followed in the selection process. A formal contract will be issued by PSD contracts staff and reviewed by the Deputy Attorney General as well as the PSD Deputy Director for Administration, and approved by the PSD Interim Director.

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
Iwalani D. White	Interim Director	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Miles Murakami	Corrections Program Svcs Administrator	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Marc S. Yamamoto	Procurement & Supply Specialist	<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: Public Safety Contact Name: Marc S. Yamamoto <i>msy 8/20/06</i> Phone Number: 808-587-1215 Fax Number: 808-587-1244
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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.*

Iwalani D. White
 Department Head

9-1-06
 Date

Reserved for SPO Use Only

15. Date Notice Posted *9/8/06*

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:

This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply.

16. APPROVED DISAPPROVED

Clara S. Fujita *9/27/06*
 Chief Procurement Officer Date