



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

- 1. TO: Chief Procurement Officer
- 2. FROM: Public Safety / Administration / Personnel

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: Controlled Substance and Alcohol Testing Services of Corrections personnel by facility / program / island. Testing of ten (10) PSD designated pools each pool consisting of 50% of the facility's personnel. Test consists of a ten panel test.	
4. Name of Vendor: Diagnostic Laboratory Services, Inc. Address: 650 Iwilei Road, Suite 300 Honolulu, HI 96817	5. Price: \$37,400.00
6. Term of Contract: From: October 11, 2005 To: October 10, 2007	7. Prior Exemption Ref. No.
8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State: This request for an exemption is an <u>exemption to the State Procurement Office's price list for Controlled Substance and Alcohol Testing Services only</u> . PSD has an existing contract and intends to exercise its option to extend its contract for an additional twelve month period (as reflected in the term of contract above). Upon the contract exhausting the options to extend, the PSD intends to issue a formal Invitation for Bids for these services. PSD's justifications to be exempt from the SPO/DHRD pricelist are as follows: 1. PSD requires 50% testing from each pool. There are a total of 10 PSD designated testing pools: 8 facility pools, one for Training and Staff Development and one for Administration. The SPO/DHRD PL has a 50% of the total state pool (less stringent than PSD). 2. The SPO/DHRD PL has a five panel test versus PSD's ten panel test. 3. The SPO/DHRD PL allows for the samples to be sent to the mainland, the PSD contract has local testing by a lab approved by the State Laboratory Division.	
9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable: As with the current contract the PSD will issue a formal solicitation for these services, complying with HRS Chapter 103D, HAR Chapter 3-122 and the compliance requirements of HRS Chapter 103D-310 and HAR Chapter 3-122-112.	
10. A description of the agency's internal controls and approval requirements for the exempted procurement: As stated above, this exemption request is to exempt PSD from participation in the SPO PL for Controlled Substance and Alcohol Testing. PSD shall follow the requirements of HRS Chapter 103D-302 and HAR Chapter 3-122, subchapter 5 and enforce the offeror responsibility requirements of HRS Chapter 103D-310 and HAR Chapter 3-122-112.	

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
Diane Taira	Deputy Attorney General	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Roy Yamamoto	Departmental Personnel Officer	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Marc S. Yamamoto	Procurement & Supply Specialist IV	<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

13. Direct inquiries to:	Department: Public Safety Contact Name: Marc S. Yamamoto <i>MM 9/17/06</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 9-11-06
 Department Head Date

Reserved for SPO Use Only	
	15. Date Notice Posted <u>9/17/06</u>
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: <p align="center"> Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119 </p>	
Chief Procurement Officer's comments: 	

16. APPROVED DISAPPROVED

 Chief Procurement Officer Date