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

1. TO: Chief Procurement Officer
2. FROM: DOT / Airports Division / Oahu District

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:
The Contractor shall furnish all labor, materials, tools and equipment necessary to trim selected trees and palms, at Honolulu International Airport, in accordance with accepted horticultural practice in order to maintain the safety, and health of the landscape feature. Selected trees will be based on high traffic areas where falling fronds, coconuts, or branches pose a threat to the traveling public.

4. Name of Vendor: HePS will be used Address: NA	5. Price: \$20-25k
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6. Term of Contract: Date of Approval From: January 07 To: April 30, 2007 To: May 07	7. Prior Exemption Ref. No. 0
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8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State:
See Attached

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
The small purchase award will be made through HEPS to assure open and fair competition in obtaining a contractor for the subject work.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
Use of the Heps system and/or SPO form 10A with the appropriate Dollar level signature approvals.

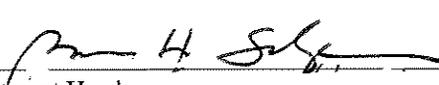
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

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	
Gaudencio Lopez	Oah District Engineer	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Alex Tamoria	Oahu District Maintenance Super	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Benjamin Schlapak	Oahu District Airport Manager	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Tom Busic	Procurement Specialist	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Lita Laiguya	Administrative Services Officer	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Brian Sekiguchi	Airport Deputy Director	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration

13. Direct inquiries to: Department: DOT-Airport
 Contact Name: Gaudencio Lopez
 Phone Number: 834-6091
 Fax Number: 836-6461

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.*


1/31/07 

 Department Head Date

Reserved for SPO Use Only	
	15. Date Notice Posted <u>1/31/07</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: <p align="center" style="margin-top: 20px;"> This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply. </p>	

16. APPROVED DISAPPROVED NO ACTION REQUIRED


2/7/07

 Chief Procurement Officer Date

8. Explanation describing how procurement by competitive means is either not practicable nore adveantageous to the State.

The DOTA is between tree trimming contracts and seeks exemption to procure a small purchase contract to trim selected trees and palms from which falling branches, fronds, and coconuts may injure a pedestrian. The circumstances which resulted in this situation begins when the previous tree trimming Contractor informed the State that he did not want to renew his contract 1 month before the project end date in August of 2006. As a result the DOT-A rushed plans and specs and the project was advertised on 9/8/06 with bid opening held on 10/5/06. Additional time was spent appropriating monies in order to overcome a funding deficit prior to recommending award. While in the process of awarding the contract, a discrepancy in the specs was discovered and all bids were subsequently rejected on 11/29/06. The next 2-1/2 weeks were spent cleaning up the plans and specs to re-advertise. The revised documents were sent to the contracts office on 11/20/06 and we estimate a new contract in place potentially by May of 2007.