

'07 AUG 28 A 8:59

STATE PROCUREMENT OFFICE
STATE OF HAWAII

'07 MAR 19 A 8:53



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

2007 MAR -2 A 11:48

- 1. TO: Chief Procurement Officer
- 2. FROM: DAGS Hawaii District Office

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:
 Furnishing Maintenance Services of Air Conditioning and Heating-Ventilating Units at Various Public Buildings and Libraries on the Island of Hawaii-Department of Accounting and General Services, Hawaii District Office.

4. Name of Vendor: HMI, Honeywell Intl., & Oahu AC Address:	5. Price: \$3,800/mo.
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6. Term of Contract: From: 04/01/07 To: 09/30/07	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:
 Recent IFB generated only one bidder at a cost that was 126% higher than previous contract, and funds were insufficient to encumber this contract. IFB was cancelled and specifications revised to rebid the contract. SPO rejected rebid request due to inability to meet requested start date. DAGS Hawaii District is short-staffed and unable to bid out solicitation on their own. Request exemption to negotiate month-to-month maintenance services until IFB can be produced by SPO to insure proper procurement procedures and followed and contract is executed in a timely manner.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
 Existing previous contractors are willing to negotiate directly on a month-to-month basis until a new solicitation can be properly rebid.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
 Monthly review of service reports from contractors by District Engineer and R&M Assistant.

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
Glenn Okada	District Engineer	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Cyrus Wilson	R&M Asst.	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Karen Maeda	Account Clerk	<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: DAGS Hawaii District Office
 Contact Name: Glenn Okada
 Phone Number: 974-6400
 Fax Number: 974-6422

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.

Russ K. Lamb
 Department Head

3/19/07
 Date

15. Date Notice Posted *3/20/07*

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 NO ACTION REQUIRED

Ann S. Fagan
 Chief Procurement Officer *3/27/07*
 Date