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STATE PROCUREMENT OFFICE  
STATE OF HAWAII



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

1. TO: Chief Procurement Officer  
2. FROM: Health/Disease Outbreak Control *UB*  
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 Disease Outbreak Control Division seeks to purchase influenza test kits based on the manufacturer's availability of product and the capabilities of the test kits such as length of time to obtain results and the completeness and accuracy of the information made available from the test.	
4. Name of Vendor: Various vendors as available Address:	5. Price: Unknown and \$ dependent on supply
6. (No contract anticipated) <i>at upon ctb</i> Term of Contract: From: <u>July 1, 2007</u> <i>Approval</i> To: <u>June 30, 2009</u> <i>12-month period</i>	7. Prior Exemption Ref. No. P.E. No. 05-84-C
8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State:  The manufacturers of test kits may change from year to year making it necessary for the program to assess the test kits available just prior to each influenza season. The number of test kits needed for a flu season varies dependent on the amount of surveillance private physicians are willing to participate in. This in turn affects the total cost expended by the program to support the surveillance. Depending on the amount of surveillance during any influenza season, Disease Outbreak Control Division may find it necessary to purchase <b>(Continued at bottom)*</b>	
9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:  Vendors will be selected only if they have test kits that meet the above criteria and can ship the kits as needed by the program.	
10. A description of the agency's internal controls and approval requirements for the exempted procurement:  The Division will follow the approved method of purchasing with Purchase Orders or PCards from any vendor meeting the above criteria.  <b>*8. (Continued)</b> outside of 103D. Surveillance is crucial to spotting disease trends in order to minimize community epidemics.	

SPO-07 (Rev. 05/29/2007)  
*orig to Fiscal 8/2/07*

**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
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
No contract		<input type="checkbox"/> Approval <input 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
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration

13. Direct inquiries to:	Department: Disease Outbreak Control Division Contact Name: Nancy Bartter Phone Number: 7-6596 Fax Number: 6-4595
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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.

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 Department Head Date 07/18/2007

15. Date Notice Posted <u>7/20/07</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: Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119
Chief Procurement Officer's comments:  This approval is given provided the test influenza test kits are purchased from the manufacturer of the influenza test kits. This approval is also for the solicitation process only, HRS section 103D-310(c), and HAR section 3-122-112, shall apply.

16.  APPROVED  DISAPPROVED  NO ACTION REQUIRED

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 Chief Procurement Officer Date 7/27/07