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STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

TO: Chief Procurement Officer

STATE PROCUREMENT OFFICE
STATE OF HAWAIIFROM: Health, Administrative Services 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:

Description of goods, services, or construction:

Security guard services for the Kinau Hale Building, Department of Health

Name of Vendor: Phoenix Security
Address: 2733 East Manoa Road
Honolulu, HI 96822Cost:
\$20.55/hour

Term of Contract: From: June 16, 2004 To: December 31, 2004

Prior Exemption Ref. No. (if applicable)

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:
On April 15, 2004, Jan Guard Hawaii, Inc. gave the Procurement Office a 60-day notice to terminate the security guard services at the Kinau Hale Building. It was not possible to execute a new contract within this 60-day notice.

Details of the process or procedure to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

Several security firms were contacted but either they did not return our calls or were not interested in providing services for only a six-month period.

A description of the agency's internal controls and approval requirements for the exempted procurement:

The Department of Health submitted a Request for Procurement Services to provide security services for Kinau Hale for a six-month period from January 1, 2005 to June 30, 2005 with extension periods for the following three years starting July 1 of each year.

A list of agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Dr. Jane Kadohiro, Deputy Director of Health
Valerie Ako, Chief, Administrative Services Office
Ron Kurasaki, Facilities Coordinator
Calvin Kunihisa, Fiscal Officer

Direct questions to:

Calvin Kunihisa

Phone Number:

586-4559

This exemption should be considered for list of exemptions attached to Chapter 3-120, HAR: Yes No

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS, TO THE BEST OF MY KNOWLEDGE, TRUE AND CORRECT.

Jane Kadohiro
Department Head or Designee

5.28.04
Date

Deputy Director

Title (If other than Department Head)

Chief Procurement Officer's Comments:

Please ensure adherence to applicable administrative requirements.

APPROVED

DISAPPROVED

Ronald A. Jones
Chief Procurement Officer

6/8/04

Date

cc: Administrator,
State Procurement Office

STATE OF HAWAII
NOTICE OF EXEMPTION FROM CHAPTER 103D, HRS

The Chief Procurement Officer is in the process of reviewing the request from the Department of Health
for exemption from Chapter 103D, HRS, for the following goods, services, or construction:

Security guard services for the Kinau Hale Building, Department of Health

Vendor: Phoenix Security
Address: 2733 East Manoa Road
Honolulu, HI 96822

Term of Contract: From: June 16, 2004 To: December 31, 2004 Cost: \$20.55/hour

Direct any inquiries to:
Department: Health
Contact Name/Title: Calvin Kunihisa, Fiscal Officer
Address: 1250 Punchbowl Street
Honolulu, HI 96813
Phone Number: 586-4559
Fax Number: 586-4649



Date Posted: June 1, 2004

A copy of this notice of exemption from Chapter 103D, HRS, shall be posted by the Chief Procurement Officer and the purchasing agency in an area accessible to the public, at least seven (7) calendar days prior to any approval action.

Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven (7) calendar days from the date posted to:

Chief Procurement Officer
Office/Agency _____
Address _____
