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# STATE PROCUREMENT OFFICE NOTICE OF AMENDMENT TO EXEMPTION FROM CHAPTER 103D, HRS, CONTRACT

1. TO: Chief Procurement Officer  
2. FROM: Public Safety / Institutions Division / HCCC  
Department/Division/Agency

3. Name of Contractor: Aqua Engineers, Inc. 4. P.E. Reference No. 08-085-C

5. Description of goods, services, or construction:  
Operation and Maintenance of Wasterwater Treatment Plant at Hale Nani Complex, Hawaii Community Correctional Center.

6. Scope of work for the contract is revised as follows:  
No change in scope. This request is for an extension on the time of performance to April 30, 2008  
  
Original Contract Price: \$26600 Amended Contract Price: \$28500

7. Reason: This / These amendment(s) are necessary because:  
PSD issued IFB No. PSD 08-HCCC-29 on February 29, 2008, March 14, 2008 addendum A postpone bid opening to March 20, 2008. Emailed two vendors of postponement, one vendor (Mr. Limacher, WPS) stated that due to his company being based in Kailua-Kona it is not in his best interest to submit an offer for this project. Approval of amendment will allow for continuity of service while in the contract execution process.

8. Direct questions to: Marc S. Yamamoto *msy 3/27/08* Phone: 808-587-1215

Agency shall ensure adherence to applicable administrative and statutory requirements.

9. **Pursuant to § 103D-102, HRS, and § 3-120-5, HAR, I certify that the information provided above is, to the best of my knowledge, true and correct**  
*Clayton J. ...* 3/27/08  
Department Head Date

Reserved for SPO Use Only

10. Date Posted: 3/28/08

11. Submit written objections to this notice of intent to amend a procurement exemption contract 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:

12.  APPROVED  DISAPPROVED

*Clayton J. ...* 4/4/08  
Chief Procurement Officer Date

13. P.E. No. 08-085-C  
*and*



08 JAN 31 09:17

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

- 1. TO: Chief Procurement Officer
- 2. FROM: Department of Public Safety / Institutions Division / HCCC

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:  
 Operation and Maintenance of Wasterwater Treatment Plant at Hale Nani Complex, Hawaii Community Correctional Center.

4. Name of Vendor: Aqua Engineers, Inc. Address: 3560 Koloa Road Kalaheo, Hawaii 96741	5. Price: \$1,900.00/mo
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6. Term of Contract: From: 2/1/08 To: 3/31/08	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:  
 This request is to allow HCCC to have continuity of service while a HePS / formal procurement is being processed. An exemption for two months is being requested to accommodate a site visit, and addendum, if required, during the solicitation's open period. It also allows ten working days for the contract compliance documents, and five working days for the issuance of the contract documents.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:  
 Current vendor was selected previously through a small purchase, annual expense was \$22,800.00. The service period expires January 31, 2008. This exemption will permit the continuity of service until a new contract can be executed.  
  
 The current vendor was contacted and was willing to extend a month to month up to March 31, 2008 at the current monthly cost of \$1,900.00.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:  
 Not applicable, as an exemption using the current contractor is being requested.

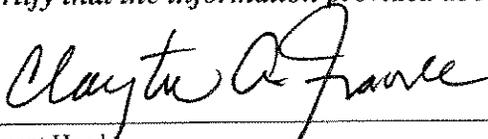
**REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)**

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
Tommy Johnson	Deputy Director for Corrections	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Pete MacDonald	HCCC-Warder	<input checked="" type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Margaret Serain	Bus Services Supervisor	<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: Public Safety Contact Name: Marc S. Yamamoto <i>MSY 1/17/08</i> Phone Number: 587-1215 Fax Number: 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.*


*1/18/08*  
 \_\_\_\_\_  
 Department Head Date

Reserved for SPO Use Only	
	15. Date Notice Posted <u>2/4/08</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">                     This approval is for a temporary period of two months to allow the PSD to complete a formal procurement on HePS.                 </p> <p align="center">                     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**


*2/11/08*  
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 Chief Procurement Officer Date