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

- 1. TO: Chief Procurement Officer
- 2. FROM: Nicholas Giaconi, Maui District Manager, DLNR-DOBOR

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:
 Janitorial Services to be performed twice daily at the Lahaina Harbor Comfort Station, to include: Sweep, mop and disinfect all restroom floors. Clean and disinfect restroom fixtures, including basins, toilets and urinals. Clean and polish mirrors and dispensers. Remove smudges, graffiti and markings from interior walls and doors. Replenish supplies in restroom dispensers, as required. Empty, clean and line refuse containers. Trash shall be removed from the building and disposed of in dumpster or trash container.

4. Name of Vendor: PWC Address: PO Box 785 910 Honoapiilani Hwy, Lahaina, HI 96761	5. Price: \$15,250
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6. Term of Contract: From: ^{4/1/08} 03/23/08 To: 09/30/08	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:
 PWC, Corp. was awarded the contract to clean the four (4) DLNR-DOBOR comfort stations on Maui (Lahaina, Maalaea, Mala and Kihei). The contract began 10/01/2006. However, when DLNR-DOBOR elected to extend the PWC contract for an additional year, the Lahaina comfort station was under construction and not available for use. DLNR-DOBOR removed the Lahaina comfort station from the PWC contract and extended the PWC contract to include only the Maalaea, Mala and Kihei comfort stations. When the Lahaina comfort station was completed and opened to the public in September 2007, the janitorial service was selected from the lowest bidder on the Record of Procurement dated 08/22/07. Eagle Eye Cleaning Service was selected as the janitorial service and has been cleaning the Lahaina comfort station . \$3749.98 per month. PWC has indicated that the Lahaina comfort station can be reincluded into their existing contract for \$2540.00 per mo.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
 Rather than split the janitorial service between multiple contractors, DOBOR wants to have one contractor perform the service. In addition, adding the Lahaina comfort station back into the original contract, the state will benefit from a savings of \$1200.00 per month, until the end of the present contract with PWC, which will terminate on 09/30/08..

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
 The comfort stations are inspected by the Harbor Agents on a regular basis, to ensure compliance with the contract specifications. Discrepancies are directed to PWC staff (Ron Guess) and are expected to be rectified in a timely manner.