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

- 1. TO: Chief Procurement Officer
- 2. FROM: DOD/Hawaii State Civil Defense/Civil Defense

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:
 Provide training and service for the IBM Maximo Asset Management software for State Civil Defense and State and County Homeland Security sub-grantees. Assist these agencies in importing Homeland Security inventory as well as the State Logistics Operations Center with complete visibility, accountability and monitoring of these resources. Further, for compliance with the National Incident Management System, assist with identifying assets into the 120 resource typed systems. This training and service support will ensure the State of Hawaii is compliant with the National Incident Management System and eligible for future funding opportunities as well as integrating systems into emergency management E-Team and WebEOC. The State Civil Defense has already purchased licenses for the IBM Maximo software.

4. Name of Vendor: IBM Corporation
 Address: 1240 Ala Moana Blvd
 Honolulu, Hawaii 96814

5. Price:
 \$99,000.00

6. Term of Contract: From: 09/01/08 To: 08/31/10

7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:
 See Attached.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
 The Maximo System is an IBM product. The vendor provider provided the State with their skills and qualifications during the acquisition of the software. Since the system is a product of the Vendor, we are not aware of any other vendor that has the skill set necessary to train SCD users on this software, therefore having IBM continue the service would be value added for this service contract.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
 The contract will be initially reviewed by the Homeland Security Branch Chief to determine that the project is consistent with the objectives of the Federal Grant. The project will be reviewed by the Vice Director of Civil Defense to assure that the project is consistent with the goals and objectives of the Civil Defense Division. The Department of Defense Fiscal Office will review the proposal and approve that Federal Funding is available, and that State Procurement rules were followed.

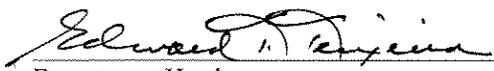
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

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	
Major Neal Mitsuyoshi	Chief Engineering Officer	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Cathy Sui	Contracts Assistant II	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Thomas Moriyasu	Fiscal Officer	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Edward T. Teixeira	Vice Director of Civil Defense	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Dolores Cook	Homeland Security Branch Chief	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration

13. Direct inquiries to: Department: Hawaii State Civil Defense
 Contact Name: Dolores Cook
 Phone Number: (808) 733-4320 ext. 219
 Fax Number: (808) 733-4320

Agency shall ensure adherence to applicable administrative and statutory requirements

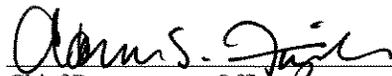
14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*


 Department Head

8/12/08
 Date

Reserved for SPO Use Only	
15. Date Notice Posted	8/14/08
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"> The DOD should determine if these services should be procured pursuant to HAR chapter 3-120, Exhibit A, Exemption No. 3. However, exempt procurements, \$2,500 or more are required to be posted on the Procurement Reporting System. Based on the above, this request is returned with no action by the State Procurement Office. </p>	

16. APPROVED DISAPPROVED NO ACTION REQUIRED


 Chief Procurement Officer 8/19/08
 Date

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

The State Office of Civil Defense has an urgent need for the installation, configuration, and population of data into the IBM Maximo Asset Management software system. IBM has installed Maximo for the City and County of Honolulu and defined their processes for loading Asset data into Maximo. The City and County of Honolulu assets and inventories represent between 75 and 85 percent of the total assets that Civil Defense needs visibility into in order to perform emergency response preparedness planning and evaluations. IBM will be continuing to assist the City and County of Honolulu in refining their data and processes as the use of Maximo expands beyond the current asset inventory tracking under their Homeland Security Asset Management System.

By contracting with IBM, the State will save in travel costs since the training and support personnel will already be on Oahu since the City and County has contracted with IBM for the implementation of Maximo. In addition the use of the same personnel as the City and County will insure that the State's standards of inventory classification and the City and County's are identical. This will benefit the State since in the event of a disaster, the dispersion of supplies and equipment to affected areas needs to be prompt and accurate.

LINDA LINGLE
GOVERNOR



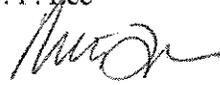
ROBERT G. F. LEE
MAJOR GENERAL
ADJUTANT GENERAL

GARY M. ISHIKAWA
BRIGADIER GENERAL (HI)
DEPUTY ADJUTANT GENERAL

STATE OF HAWAII
DEPARTMENT OF DEFENSE
OFFICE OF THE ADJUTANT GENERAL
3949 DIAMOND HEAD ROAD
HONOLULU, HAWAII 96816-4495

July 9, 2008

To: See Distribution List

From: Major General Robert G. F. Lee
Hawaii National Guard
The Adjutant General 

Subject: Out-of-State

This is to inform you that I will be out-of-state in the evening of Tuesday, August 12, 2008 to Friday, August 15, 2008 to attend the Air National Guard 2008 Leadership Summit in Volk Field Combat Readiness Training Center, Wisconsin.

For all matters requiring action on my behalf during my absence, Brigadier General (HI) Gary Ishikawa will serve as the Acting Adjutant General on all State matters, and Brigadier General Gary Hara will serve as the Acting Adjutant General on all Federal matters. Mr. Ed Teixeira will be the Acting Director of Civil Defense. In case of emergency, I may be reached through my Executive Assistant, Eleanor Thommes, at 672-1202. During non-business hours, Brigadier General (HI) Ishikawa could be reached at 292-2179 (cellular), Brigadier General Hara at 382-8141 and Mr. Teixeira at 295-9174 (cellular).

Distribution List:

Deputy Adjutant General
Hawaii Air National Guard
Hawaii Army National Guard
Office of Veterans Services
U.S. Property and Fiscal Office
Youth Challenge Academy
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Command Chief Master Sergeant
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State Personnel Office

State Civil Defense
Family Readiness Group Coordinator
Human Resource Office
Inspector General
Judge Advocate General
Joint Military Executive Officer
Military Executive Officer
Public Affairs Office
State Fiscal Office

Joint Chief of Staff

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J-2 Intelligence
J-3 Operations
J-4 Logistics

J-5 Strategic Plans and Policy
J-6 Command Control Communications
J-7 Doctrine, Training & Force Development
J-8 Resource Management

Colin Y Tanaka/dags
08/17/2008 12:24 PM

To dcook@scd.hawaii.gov
cc
bcc
Subject Exemption Request for IBM Maximo Asset Management software

Hi Dolores,

I just have a couple of questions on this request. It may be that the Department of Defense may approve this service without needing CPO approval on an SPO Form 7.

1. Will the Department of Defense actually buy the IBM software or is this request just to learn how to use this software?
2. Is this request for training? Currently, there is an exemption for providing training in Hawaii Administrative Rules section 3-120, Exhibit A, Item 3- Services of lecturers, speakers, trainers, and scriptwriters. Does these services qualify under this exemption? If yes, then CPO approval is not required but it must be reported on the Procurement Reporting System.
3. Is IBM only going to populate DOD's data into the software system so no software is being purchased by the DOD?

Based on the request, it seems like the DOD will be obtaining training from IBM for use of its software that was provide to the City and County of Honolulu. Please let me know if this training falls within the exemption. If yes, we will return this request without action.

Thanks