



JUN -8 P12:31

PROCUREMENT OFFICE
STATE OF HAWAII

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

STATE PROCUREMENT OFFICE
STATE OF HAWAII

09 JUN -8 P12:31

- 1. TO: Chief Procurement Officer
- 2. FROM: Land & Natural Resources/State Parks/Hawaii District

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:
 Furnish coconut palm tree trimming services at various locations on the Island of Hawaii. Remove all dry and excessive fronds, all flowers and all nuts from coconut and palm trees. All trimmings and debris shall be shredded and hauled away and shall be transported to disposal sites that meet the requirements of local ordinances and regulations applicable to refuse disposal.

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|---|--------------------------|
| 4. Name of Vendor: Arborist Services, LLC Address: P. O. Box 1114 Kamuela, HI 96743 | 5. Price: \$27,499.83 |
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| 6. Term of Contract: <i>Upon CPD Approval</i> From: <u>Notification</u> To: w/in 2 weeks | 7. Prior Exemption Ref. No. |
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8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State: Competitive bids were solicited by SPO. Mafile'o Tree Service & Landscaping was awarded the bid for Contact No. 57289, IFB-08-020-H for the contract period July 1, 2008 to June 30, 2009. Contractor completed first trimming between July & Sept. 2008. Numerous attempts were made from February to May 7, 2009 to schedule work for second tree trimming services with unsuccessful results. After we notified Mr. Stan Mato of SPO of the problem with Mafile'o, the SPO office was advised via telephone on May 7 by owner, Sione Mafile'o, that they are unable to perform work. Subsequently, letter dated May 8, 2009 from Ruth E. Yamaguchi, Procurement Officer, was sent to Mr. Mafile'o (attached). Letter received by Mafile'o on May 13, 2009; no response from Mafile'o. This office was advised by Stan Mato to complete SPO-07. A very dangerous condition now exists from falling coconuts. For public safety, the trees need to be trimmed ASAP.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
 Solicited written quotations using SPO Form-10A.

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

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
Purchase Order request , SPO Form 10 and SPO-07 to be submitted thru State Parks Administration for processing.

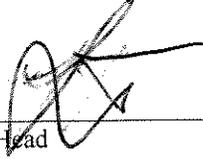
12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:

| Name | Position | Involvement in Process | |
|---------------------|--------------------------------|--|--|
| Jeremy J. Ganzagan | Park Maintenance Supervisor II | <input type="checkbox"/> Approval | <input checked="" type="checkbox"/> Administration |
| Luisa M. Castro | Park Maintenance Supervisor II | <input type="checkbox"/> Approval | <input checked="" type="checkbox"/> Administration |
| Stephen L. Thompson | Parks Program Manager | <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Administration |
| Daniel S. Quinn | Parks Program Manager | <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Administration |
| Juliet Kazanjian | Fiscal Officer | <input checked="" type="checkbox"/> Approval | <input type="checkbox"/> Administration |
| | | <input type="checkbox"/> Approval | <input type="checkbox"/> Administration |

13. Direct inquiries to: Department: Land & Natural Resources
Contact Name: Stephen L. Thompson
Phone Number: (808) 587-0303
Fax Number: (808) 587-0311

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

6/4/09

Date

Reserved for SPO Use Only

15. Date Notice Posted 6/9/09

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

