

EAST HAWAII REGION
NOTICE OF AND REQUEST FOR EXEMPTION
FROM COMPETITON

EX 17-0003

1. TO: Regional Chief Procurement Officer
 2. FROM: Gary L. Callahan, Senior Contract Manager

Department/Division/Agency
 Pursuant to East Hawaii Region Policy PUR 017, the Department requests a procurement exemption to purchase the following:

3. Description of goods, services or construction: Air handler units (HVAC- air cooling units). HMC has several that are in need of replacement. Some of these units will require minor construction during installation.	
4. Name of Vendor: Carrier Corporation Address: 94-496 Ukee St., Suite 301 Waipahu, HI 96797	5. Price: \$ to be determined
6. Term of Contract: From: 11/01/16 To: 10/31/17	7. Prior Exemption Ref. No. N/A
8. Explanation describing how procurement by competitive means is either not practicable or advantageous to the State: Over the past 6 years, we have issued solicitations for Air handler units replacements and in each one, Carrier was the low bidder. HMC has funds available to replace some units & needs to expedite this endeavor.	
9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable: Past experience has shown Carrier to be the low bidder consistantly. in multiple open competition solicitations.	

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

Administration will review the procedures & the final agreement prior to sign off. Full compliance documentation will be part of the procurement file.

11. 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	
Dan Brinkman	CEO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Janiece McNichols	CFO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Gary L. Callahan	Senior Contract Manager	<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

12. Direct inquiries to: Department: Contracts Management
 Contact Name: Gary L. Callahan
 Phone Number: (808) 932-3112
 Fax Number: (808) 933-2793

13. This exemption should be considered for list of exemptions in to Chapter 3-120, HAR: YES NO
 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 – Gary L. Callahan

Date

10/20/16

Reserved for RCPO/Designee Use Only

15. Date Notice Posted 10/20/16

The Head of the Purchasing Agency is in the process of reviewing this request for exemption from East Hawaii Region Procurement Policies. Submit written objections to this notice to issue an exemption from East Hawaii Region Procurement Policies, within seven (7) calendar days or as otherwise allowed from the above posted date to: Regional Chief Procurement Officer

East Hawaii Region
 1190 Waianuenu Ave.
 Hilo, Hawaii 96720

Regional Procurement Officer's comments:

16. APPROVED DISAPPROVED

Regional Chief Procurement Officer

Date