TO: Chief Procurement Officer
FROM: Office of Hawaiian Affairs
Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods and/or services:
Renewal of Oracle America Enterprise Performance Management Standard Cloud Service modules (qty. 35) for a 12 month term.

2. Vendor/Contractor/Service Provider: Oracle America
3. Amount of Request: $ 25,137.00
4. Term of Contract From: 10/1/2021 To: 9/30/2022
5. Prior SPO-007, Procurement Exemption (PE):

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
The OHA previously purchased these services from Oracle America using the State Procurement Office Vendor List Contract No. 17-18. The current contract, SPO Vendor List Contract No. 17-18, Change No. 31 has temporarily removed Oracle America Inc. as a vendor on this contract until an Amendment is done to include insurance language. While other vendors are able to provide this service under this contract, it would be more costly for OHA to switch providers.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
This service provider was previously a vendor on SPO Vendor List Contract No. 17-18 and was selected based on quotes provided per the SPO Vendor list.
8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).  
*Point of contact (Place asterisk after name of person to contact for additional information).

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<thead>
<tr>
<th>Name</th>
<th>Division/Agency</th>
<th>Phone Number</th>
<th>e-mail address</th>
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</thead>
<tbody>
<tr>
<td>Chris Stanley*</td>
<td>Procurement</td>
<td>808-594-1833</td>
<td><a href="mailto:chriss@oha.org">chriss@oha.org</a></td>
</tr>
<tr>
<td>Tiger Li</td>
<td>Information Technology</td>
<td></td>
<td><a href="mailto:tigerl@oha.org">tigerl@oha.org</a></td>
</tr>
<tr>
<td>Sylvia Hussey, Ed.D</td>
<td>Ka Pouhana, CEO</td>
<td>808-594-1973</td>
<td><a href="mailto:sylviah@oha.org">sylviah@oha.org</a></td>
</tr>
</tbody>
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*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.*

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

__________________________  _________________________
Department Head Signature  Date

For Chief Procurement Officer Use Only

Date Notice Posted: 

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

☐ Approved  ☐ Disapproved  ☐ No Action Required

__________________________  _________________________
Chief Procurement Officer Signature  Date