

**DEPARTMENT OF EDUCATION - OFFICE OF FISCAL SERVICES
REQUEST and NOTICE OF EXEMPTION FROM PROCUREMENT**

PART I - REQUEST FOR EXEMPTION FROM PROCUREMENT

1. TO: DOE Chief Procurement Officer (send completed original form to OFS Procurement and Contracts Branch)

FROM: Department of Education, Campbell-Kapolei Complex Area (CKCA)
(Name of School or Program)

The school/program named above requests a procurement exemption as follows below.

2. This exemption is requested pursuant to:
 §103D-102(b)(4), HRS and Chapter 3-120, HAR or
 §103F-101(a)(4), HRS and Chapter 3-141, HAR

3. Island/District: Statewide or
 Oahu Hawaii Kauai Maui

4. Description of the proposed purchase (attach additional sheets if necessary):
 Indicate one category: good service construction Health/Human service professional service
 Brief description:
Innovative 21st century classroom and school furniture

5. Vendor Information
 Name: *Various*
 Address:

6. Term of Contract
 From: *Upon Approval*
 To: *December 31, 2017*

7. Total Cost:
\$500,000 (est)

8. Explanation describing how procurement by competitive means is either **not practicable** or **not advantageous** to the State (attach additional sheets if necessary):
CKCA is comprised of 17 elementary, middle and high schools. These schools range in age from some of the oldest to some of the newest "high tech" schools in the state. However, 21st Century learning is not solely about infrastructure and facilities, but also includes the need for collaboration with team and project based/problem based learning. This type of 21st Century teaching and learning is best supported in a classroom that has flexible and mobile, and can change as the mode of instruction changes. Innovative furniture must also meet the needs of different types of learners in order to enhance the teaching and learning experience. Since square footage in a classroom is a priority in a flexible classroom, furniture must serve multiple purposes and have the ability to fold and be stored if more floor space is required for an activity. Examples of this include teacher lecterns with storage cabinets, eliminating bulky teacher desks, student desks and tables that can easily be re-configured in the room depending on changing instructional activities. Currently, 21st Century furniture products differ widely as products are developed, limiting competition. Schools must have the capability to and flexibility to determine which innovative furniture items are best suited to support their activities, while still considering durability, efficiency, safety, and cost. In addition, availability of models and products change frequently as manufacturers develop new lines for production therefore flexibility and the ability to purchase products free from bidding process will assure timely deliveries. For these reasons, procurement by competitive means is neither practical nor advantageous. We are therefore requesting an exemption from the formal competitive solicitation process so that schools are able to purchase furniture in limited quantities for use and subsequent evaluation to determine specifications and/or criteria for future innovative furniture that will fit individual school and student needs.

9. Details of the process or procedure to be followed in selecting the vendor to **ensure maximum fair and open competition** as practicable (attach additional sheets if necessary):
During the proposed exemption period, schools and offices shall follow established small purchase procedures by soliciting informal quotes in writing or via internet from various authorized manufacturer representatives and resellers. Following this period, CKCA intends to conduct competitive solicitation(s) as normal.

