


**BOARD OF WATER SUPPLY  
CITY AND COUNTY OF HONOLULU  
REQUEST FOR EXEMPTION FROM  
CHAPTER 103D**

DATE: October 21, 2020

TO: Ernest Y.W. Lau, P.E.  
Manager and Chief Engineer

VIA: Procurement Office

FROM: Henderson Nuuhiwa   
Program Administrator, IT Division

RE: REQUEST FOR EXEMPTION FROM CHAPTER 103D for the  
selection and award of a contract for SharePoint Services

Pursuant to Section 103D-102(b)(4), Hawaii Revised Statutes (HRS) and Subchapter 9, Chapter 3-120 of the Hawaii Administrative Rules (HAR), I am recommending that an exemption be granted from the provisions of Chapter 103D, HRS, for selecting a contractor to award a contract for SharePoint Services.

**Vendor Name & Address:** eWorld Enterprise Solutions, Inc.  
841 Bishop Street, Suite 1830  
Honolulu, HI 96813

**Amount of the Contract:** \$135,000 (for the initial term) ✓

**Term of the Contract:** 365 calendar days with three (3) twelve (12) month extensions, not to exceed 36 months

**Prior Exemption Contract Numbers:** None

**A. Background:**

The current contract for SharePoint services will end on February 12, 2021. In FY20, the Document Management Study identified SharePoint to be the Document Management system for Board of Water Supply (BWS). The projects and tasks identified in the study and the transition of the Manao Project Management Information System using SharePoint Online requires SharePoint expertise and support over the next several years.

**B. Describe how procurement by competitive means is neither practicable nor advantageous to the Board of Water Supply (BWS)**

Project Category 21-22IT for SharePoint Services was advertised in the Fiscal Year 2021 Annual Notice to Providers of Professional Services posted on the BWS Procurement website on April 30, 2020. The initial deadline for statements of qualifications was on June 1, 2020. Only one submittal was received. Subsequently, BWS reached out to Microsoft Corporation who provided contact information for four local and national vendors with SharePoint experience, one of which was the company that had submitted qualifications by the initial deadline. The other three vendors were contacted via email, twice in July and again in early September. To date, no other submittals have been received.

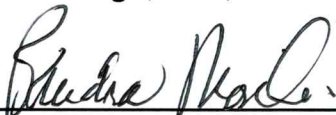
It is highly unlikely that the use of a request for competitive proposals pursuant to §103D-303, HRS, would yield more responses than were received for the BWS posted request for qualifications pursuant to §103D-304, HRS. Additionally, qualifications and experience are the main determining factors in selecting a vendor rather than price. As such, the use of a competitive sealed bid selection process pursuant to §103D-302, HRS, is not practicable.

**C. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable**


BWS will engage in direct negotiations with the vendor that has submitted qualifications to define the scope of work and a reasonable cost proposal for the services required.

**Accordingly, I recommend your approval to exempt the negotiation and award of a contract for SharePoint Services from the provisions of Chapter 103D, HRS. The application of this exemption will be limited to these facts and circumstances and may not be used as precedence to award any other contracts.**

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

  
\_\_\_\_\_  
Requestor

10/26/20  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Division Head

10/26/20  
\_\_\_\_\_  
Date

Direct Questions to: Sandra Moriki

Phone: (808) 748-5211

Date of Public Notice posting: OCT 29 2020

NOV 6 2020

APPROVED AS RECOMMENDED / NOT APPROVED



ERNEST Y.W. LAU, P.E.  
MANAGER AND CHIEF ENGINEER

11/10/2020  
Date

RN

CERTIFIED AS TO AVAILABILITY OF FUNDS

2021-820-3021 (C21582001)  
(5820.4250)



JOSEPH COOPER  
WATERWORKS CONTROLLER

10/20/20  
Date

J MC  
10/21/20

REVIEWED AS TO PROCUREMENT FORM



PROCUREMENT OFFICE

11/9/2020  
Date

en

**BOARD OF WATER SUPPLY  
CITY AND COUNTY OF HONOLULU**

10/29/2020  
(Date Notice Posted)

NOTICE OF REQUEST FOR EXEMPTION FROM CHAPTER 103D HAWAII REVISED  
STATUTES

The Manager and Chief Engineer is reviewing a request for exemption from Chapter 103D, Hawaii Revised Statutes (HRS), to award a contract for SharePoint Services.

The award shall be made to:

Name of Vendor: eWorld Enterprise Solutions, Inc.

Address of Vendor: 841 Bishop Street, Suite 1830  
Honolulu, Hawaii 96813

Cost: \$135,000 (for the initial term)

Term of Contract: 365 calendar days with three (3), twelve (12) month extensions,  
Not to exceed 36 months

Direct any inquiries to: Kathryn Hoffman

Address: Board of Water Supply  
Procurement Office  
630 S. Beretania St.  
Honolulu, HI 96843

Telephone No.: (808) 748-5071

Submit written objection(s) to this Notice of Intent to Issue an Exemption from Chapter 103D, HRS within seven (7) calendar days from the date this notice was posted to:

Manager and Chief Engineer  
Board of Water Supply  
630 S. Beretania St.  
Honolulu, HI 96843

Telephone No. (808) 748-5071

103D Exemption Reference No.: BWS 21-04-EX