

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

TO: Chief Procurement Officer

FROM: County of Maui, Department of Finance
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, services or construction:
Online ACH payment service for Maui County TAT/TOT taxpayers. ACH service cost will be included in monthly analysis statement. Service to be provided by County of Maui's primary bank, Bank of Hawaii.

2. Vendor/Contractor/Service Provider:	Bank of Hawaii	3. Amount of Request:
		\$
4. Term of Contract From: 15-Oct-21	To: 30-Jun-22	5. Prior SPO-007, Procurement Exemption (PE): None

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
Bank of Hawaii is the County's main bank and the bank where we receive the majority of our property taxes and other fees. It is our merchant bank and has the necessary structure and tools available to receive and accurately record these ACH TAT/TOT payments. Employing a second bank to provide these services would result in confusion and potential loss of transactional information making reconciliation with the State of Hawaii more costly, difficult, and time consuming.


7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
The Bank of Hawaii will provide a seamless ACH payment service so that TAT/TOT taxpayers can more readily pay their taxes with minimal confusion. The service cost will be rolled into the monthly analysis statement that the County receives from the Bank of Hawaii. As the primary bank for the County of Maui, no additional set up processes will be needed for this arrangement to be initiated.

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).

Name	Division/Agency	Phone Number	e-mail address
Jack Kulp	County of Maui - Department of Finance	808-270-7496	Jack.Kulp@co.maui.hi.us

**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

10/7/21
Date


For Chief Procurement Officer Use Only

Date Notice Posted: 10/7/21

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:

Chief Procurement Officer (CPO) Comments:

Approved Disapproved No Action Required



Chief Procurement Officer Signature Date