

**DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
INFORMATION AND COMMUNICATION SERVICES DIVISION**

February 25, 1999

TO: Mr. Raymond H. Sato
Comptroller

FROM: Lester M. Nakamura
Administrator

SUBJECT: Request Approval to Use Competitive Sealed Proposals to Procure the Bureau of
Conveyances Integrated System

The Information and Communication Services Division (ICSD) requests your approval to use competitive sealed proposals to procure services to develop and implement a replacement land court and regular automated tracking system, because competitive sealed bidding is neither practicable nor advantageous to the State.

The State desires a vendor to design, develop and implement a system to enhance the current Land Court and Regular automated tracking systems operated by the Bureau of Conveyances, Department of Land and Natural Resources. Because of the complex requirements of this integrated system, competitive sealed bidding is not practicable or advantageous. Several factors were considered in making this determination:

1. Price is not the determining factor of the award;
2. Oral or written discussions may need to be conducted with offerors concerning technical and price aspects of their proposals;
3. Offerors may need to be afforded the opportunity to revise their proposals; and
4. Award may need to be based upon a comparative evaluation as stated in the request for proposals of differing price, quality, and contractual factors in order to determine the most advantageous offering to the State.

Based on the above, your approval to use competitive sealed proposals is requested. If you have any questions on this matter, please call me at 6-1920.

This documentation will be made a part of the contract file.

APPROVED/DISAPPROVED:

Raymond H. Sato
Comptroller

Date: _____