


WAIVER REQUEST FOR ALTERNATE PROCUREMENT METHODS

Requesting Department: (AIDEA OR AEA) AIDEA		Date: 3/12/18	Bid Waiver Number (FOR HQ USE ONLY)
Project Number(s): n/a	Estimated Price: \$441,000	Person to Contact (Project Manager & Telephone Number): Mark Davis, 771-3880	
Project Name: Economic Development Advisory Services		Signature of Project Manager 	
Part 1 - Type of Procurement Method: <input type="checkbox"/> Competitive Sealed Bid <input type="checkbox"/> Competitive Sealed Proposal <input type="checkbox"/> * Limited Competition <input type="checkbox"/> * Emergency <input checked="" type="checkbox"/> * Single Source <input type="checkbox"/> Small Procurement * Regardless of the contract amount, any purchase using Emergency, Single Source or Limited Competition procurement must be assigned a Bid Waiver Number and PART 6 of this form must be completed for each resulting contract.			
Part 2 - Specific description of procurement requirements to be waived: For example time of advertisement, public notice, selection process, record keeping, etc. Waiver requested to waive solicitation process from 3 AAC 109 AIDEA's Procurement Regulations.			
Part 3 - Project Description: Provide the following information: 1) The contract requirements with attached schematics, planning documents, or narratives as appropriate. 2) A cost estimate that is linked to the contract requirements. Identify funding source: and if Federally funded attach copy of Federal approval. 3) A time line depicting the project schedule from inception to completion. 4) List all agency officials with oversight or supervisory responsibility for the project. Attach separate page(s) if necessary. 1. Oversight of the new Industry Development Team and working with other staff in promoting the business and economic development interests of Alaska. 2. 40 months @ \$8,000/month + travel expenses = \$441,000, RSA from DCCED 3. FY 19 – 4 months; FY20, 21, and 22 = 36 months for a Total of 40 months 4. DCCED Commissioner Julie Anderson, AIDEA Executive Director Tom Boutin, AIDEA Project Manager Mark Davis			
Part 4 - Justification: Provide the following information: 1) Need for services. 2) Reason(s) for agency's inability to conform with standard procurement methods. 3) Statutory or Regulatory authorization (if other than budgetary process) for services. 4) Impact on project if waiver is not approved -- explain in detail. 5) Any other documentation/ justification the agency feels would be helpful in evaluating the request. Attach separate page(s) if necessary. 1. Penney Capital, Inc., a financial services company, has extensive experience in connecting investors with opportunities in new business and industry development. Penney Capital, Inc. has a network of contacts in numerous business sectors, within and outside Alaska, that align with the goals of the Governor's New Industry Development Team. 2. This experience and extensive network will be invaluable in achieving the goals of the Team and bringing new business and development opportunities to the state. This combination of experience, background and networks is difficult to find within Alaska. 3. Within AIDEA's Mission 4. Delay in implementing the Governor's New Industry Development Team, and delay in achieving tangible results to the Governor's "Open for Business" strategy.			

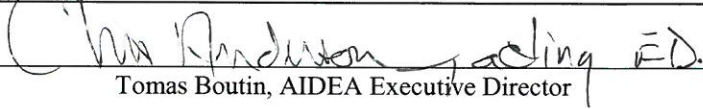
PART 5 – Procurement Manager comments and recommendations:

The services being requested are within AIDEA’s Mission. Penney Capital, Inc. qualifications and contacts make them an invaluable addition to the team. All interested parties agree to terms as represented in the RSA (attached) from DCCED to AIDEA. I recommend approval of this Waiver.

Recommended: Approval Disapproval Other Return for other/further action as noted above.

Reviewed by:	Signature:	Date:
Michele Hope, Interim Chief Procurement Officer		3/18/19

Reviewed by:	Signature:	Date:

Approved by:  **Tomas Boutin, AIDEA Executive Director** Date: 3/19/19

Approved with conditions

Disapproved

Part 6 - Record of procurement: submit a completed copy of this entire form to the Chief Contracts Officer within 15 days of executing the contract. When multiple contracts are awarded under an emergency procurement, information pertaining to all contracts must be reported. Under such circumstances, attach additional information in the format below - for each contract. Complete all of the following:

- (1) Name of Supplier or Contractor: _____ (2) Their Zip Code: _____
- (3) Contract Amount: \$ _____ (4) Contract Identification Number: _____ (5) Contract Award Date: _____
- (6) Type (i.e. Professional Service, Construction, Supplies, etc.): _____
- (7) Listing of services, products, construction (etc.) obtained: _____
- (8) If other vendors, suppliers or contractors submitted bids or proposals, list the number of these that were:
Alaskan Bidders # _____ "Out-of-State" Bidders # _____

This PART 6 prepared by: _____ Date: _____