



10 APR 12 P2:42

STATE PROCUREMENT OFFICE
NOTICE OF AMENDMENT TO EXEMPTION FROM CHAPTER
103D, HRS, CONTRACT

STATE PROCUREMENT OFFICE
STATE OF HAWAII

1. TO: Chief Procurement Officer
2. FROM: DCCA / Insurance / Captive Branch
Department/Division/Agency

3. Name of Contractor: Freeman

4. P.E. Reference No. 10-049-D

5. Description of goods, services, or construction:

The following goods and services are essential for the captive insurance branch to implement its exhibition booth at the Risk & Insurance Management (RIMS) 2010 Annual Conference & Exhibition, April 25-29, 2010 in Boston, MA:

- 1) Labor to install and dismantle booth structure, electrical outlets, carpet/padding, daily vacuuming and daily emptying of booth waste baskets; 2) Rental of furniture; 3) Rental of carpet; 4) Material handling & dryage

6. Scope of work for the contract is revised as follows:

Scope of work has not changed.

Original Contract Price: \$11,000

Amended Contract Price: \$17,000

7. Reason: This / These amendment(s) are necessary because:

Original contract price was based on last year's projected costs. This year our booth and booth space has expanded and costs for services (labor, electrical, cleaning, etc), rental items and material handling is higher than originally projected.

8. Direct questions to: Colleen Yuen

Phone: 586-0981

Agency shall ensure adherence to applicable administrative and statutory requirements.

9. Pursuant to § 103D-102, HRS, and § 3-120-5, HAR, I certify that the information provided above is, to the best of my knowledge, true and correct

Department Head

Date

12 APR 10

Reserved for SPO Use Only

10. Date Posted: 4-12-10

11. Submit written objections to this notice of intent to amend a procurement exemption contract within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer
State Procurement Office
P.O. Box 119
Honolulu, Hawaii 96810-0119

Chief Procurement Officer's Comments:

12. [X] APPROVED [] DISAPPROVED

Chief Procurement Officer (Signature)

Date

4/20/2010

13. P.E. No. 10-049-D

and-1