



10 SEP 28 A8:51

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

- 1. TO: Chief Procurement Officer
2. FROM: DBEDT/SID/State Energy Office

Department/Division/Agency

Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

3. Description of goods, services or construction:
The Building Industry Association (BIA) has partnered exclusively with the Hawaii Home + Remodeling Magazine to publish a 16-page booklet/insert that features the new Hawaiian net zero energy home and energy-related information geared towards the building and home remodeling industry and consumer market.

4. Name of Vendor: Hawaii Home + Remodeling
Address: 1000 Bishop Street, Suite 405
Honolulu, HI 96818.
5. Price: \$30,000

6. Term of Contract: From: Oct. 1, 2010 To: Jan.14, 2011
7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:
DBEDT is seeking approval from the CPO based on the exempt from Chapter 103D, HRS pursuant to section 3-122-4(b)(11) "Advertisements in specialized publications, such as in ethnic or foreign language publications, trade publications or professional publications" as we feel that the 16-page insert would promote the State's energy goals in a trade publication.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
The Building Industry Association of Hawaii has partnered with the Hawaii Home + Remodeling Magazine. BIA is the only Association overseeing the "New Hawaiian Home Project" and has approached the State Energy Office for sponsorship of the 16-page booklet/insert.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
First, the procurement is reviewed by the SID Contracts Office before it is routed to the SID Administrator for approval; then, it is routed to the DBEDT Director for approval. At such time, it is forwarded to SPO for approval. If it is approved by SPO, agency personnel will issue a purchase order, and once the work has been completed and delivered, agency personnel will accept an invoice and process the invoice for payment through DBEDT's fiscal office and DAGS.

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:		
Name	Position	Involvement in Process
Theodore E. Liu	Director, DBEDT	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Theodore A. Peck	Administrator, SID	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Jeffrey Pang	Research Statistician	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Susan Gray-Ellis	Contracting Specialist	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Lois Hamaguchi	Energy Analyst	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration

13. Direct inquiries to:	Department: DBEDT/SID Contact Name: Lois Hamaguchi Phone Number: 597-9006 Fax Number: 586-2536
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Agency shall ensure adherence to applicable administrative and statutory requirements

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



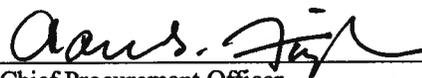
SEP 27 2010

Department Head

Date

Reserved for SPO Use Only	
15. Date Notice Posted <u>9-29-10</u>	
The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, 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:	
This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply. This award is required to be posted on the Awards Reporting System. It is noted that Ms. Kathy Yim replaces Ms. Lois Hamaguchi as the contract administrator for this procurement.	

16. APPROVED DISAPPROVED NO ACTION REQUIRED


 Chief Procurement Officer Date 11/22/2010