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PROCUREMENT OFFICE
OF HAWAII

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

- 1. TO: Chief Procurement Officer
- 2. FROM: DLNR State Parks

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:
To order lunches for prisoners working on various areas within the jurisdiction of the State Parks Division. Lunches are provided as an acceptable means in compensating the prisoners for their services

4. Name of Vendor: See attached vendor listing
Address:

5. Price:
\$24,000.00

6. Term of Contract: From: January 1, 2011 To: Dec 31, 2011

7. Prior Exemption Ref. No.
10-066-B

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State: State Parks enlists the services of the OCCC prisoners to assist State Parks in the maintenance of various areas within the jurisdiction of the State Parks Division. OCCC suggested we provide vendors for various geographical areas.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

Various vendors have been solicited and the following are willing to provide lunches to the prisoners.

See page 3 - Attachment

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
Vendor provides a daily count on a monthly basis, which can be verified. Paper work is further verified by the District Office and payment approved by the State Parks District Manager as well as the Parks Program Manager.

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 |
| Steve Thompson | Parks Program Manager | <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration |
| Eric Kato | Oahu District Sup | <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration |
| | | <input type="checkbox"/> Approval <input type="checkbox"/> Administration |
| | | <input type="checkbox"/> Approval <input type="checkbox"/> Administration |
| | | <input type="checkbox"/> Approval <input type="checkbox"/> Administration |
| | | <input type="checkbox"/> Approval <input type="checkbox"/> Administration |

| | |
|--------------------------|--|
| 13. Direct inquiries to: | Department: DLNR - Division of State Park Contact Name: Eric Kato Phone Number: (808) 733-9102 Fax Number: (808) 733-9107 |
|--------------------------|--|

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.*

Department Head  _____ Date 11/29/10

Reserved for SPO Use Only

15. Date Notice Posted 12/2/2010

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:

Although no written delegated procurement authority is required for a *Request for Exemption from Chapter 103D, HRS*, it is noted that Mr. Eric Kato has not taken the appropriate required mandatory procurement training. Mr. Kato also has written delegated procurement authority but has not completed the appropriate mandatory procurement training, which he is aware of. As a reminder, Mr. Kato shall not participate in any procurement activities until he has completed the appropriate mandatory procurement training requirements for the applicable procurement method, pursuant to Procurement Delegation No. 2010-01 and Procurement Circular No. 2010-05. This award is required to be posted on the Awards Reporting System.

16. APPROVED DISAPPROVED NO ACTION REQUIRED

 _____ Date 12/21/2010
 Chief Procurement Officer

Attachment to SPO Form 7
(DLNR – State Parks)

Vendor

| | | |
|----------------------------|-----------------------|--------------------|
| Mapunapuna L & L Drive Inn | 970 Ahua St | Honolulu, HI 96819 |
| Waiakamilo Drive Inn | 1414 Dillingham Blvd | Honolulu, HI 96817 |
| One Plus One Drive Inn | 2437 S. King St | Honolulu, HI 96826 |
| Richie's Drive Inn | 1178 N. King St | Honolulu, HI 96817 |
| L&R Drive Inn | 45-582 Kamehameha Hwy | Kaneohe, HI 96744 |

STATE OF HAWAII
DEPARTMENT OF LAND AND NATURAL RESOURCES

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