



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

NOV -7 P2:56
 '11 NOV -7 P2:57

STATE PROCUREMENT OFFICE
 STATE OF HAWAII
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TO: Chief Procurement Officer

FROM: Department of Health
 Name of Requesting Department

SUBJECT: Request for Exemption

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

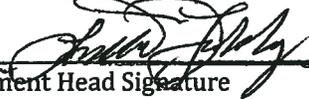
1. Describe the goods, services or construction. Create a skit to promote healthy eating and physical activity for youth. Perform the skit to children in grades 4-6 and their families statewide. Develop with Department of Health (DOH) lesson plan concept worksheets for teachers to integrate the theater nutrition and physical activity messages with classroom instruction. Provide DOH with evaluation output measures for plays conducted statewide through the outreach to schools. The plays and educational materials will be delivered statewide within a twelve (12) month period.	
2. Vendor/Contractor Name : <p align="center">Honolulu Theatre for Youth</p>	3. Amount of Request: \$ 15,000.00
4. Term of Contract: From: 11/1/2011 To: 10/31/2012 <i>11/7/2011 to 11/31/11</i>	5. Prior Exemption Reference No.:
6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means: Honolulu Theatre for Youth (HTY) is the only company in Hawaii that develops and performs plays specifically for youth audiences. HTY is also the only professional theatre company that tours plays across the state. The theater is part of the media mix used to promote the healthy eating and physical activity messages to this age segment of grades 4-6. No other vendor exists to meet this means of live theater to advertise the health messages statewide to this age group. HTY works with DOH to write original or adapt existing scripts to meet the health objectives of the state program.	
7. In selecting the vendor/contractor, explain in detail, the process the department will utilize to maximize fair and open competition: The DOH will look online for companies that write scripts that include health messages for youth and perform these scripts to audiences statewide. The DOH will call any companies that meet the above criteria and ask if they are able to provide the goods and services described in Section 1.	

8. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process and has completed mandatory training. (Type over "example" and delete cells not used)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Jennifer Ryan	TSP/HHI/DOH	586-4490	jennifer.ryan@doh.hawaii.gov
Lola Irvin	TSP/HHI/DOH	586-4481	lola.irvin@doh.hawaii.gov

9. The department shall ensure adherence to applicable administrative and statutory requirements, and all requirements, approvals, and internal controls for this request are the responsibility of the department.

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



 Department Head Signature

11/11/11

 Date

For Chief Procurement Officer Use Only

Date Notice Posted 11/8/2011

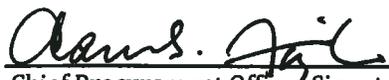
Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from date notice posted to:

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

10. Chief Procurement Officer (CPO) Comments:

The department shall make the acquisition pursuant to HRS chapter 103D-305.

Approved Disapproved No Action Required



 Chief Procurement Officer Signature 11/11/2011
 Date