



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

SID Adm Received: 11/7/11  
 Date

NOV -9 P1:43

STATE PROCUREMENT OFFICE  
 STATE OF HAWAII

**TO:** Chief Procurement Officer  
**FROM:** DBEDT/SID  
*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. Silver Sponsorship (\$1,000) of the 2011 Kauai Energy Conference presented by the Kauai Economic Development Board	
2. Vendor/Contractor Name : Kauai Economic Development Board	3. Amount of Request: \$ 1,000.00
4. Term of Contract: From: 12/6/2011 To: 12/15/2011	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: The Kauai Economic Development Board is the presenter of the 2011 Kauai Energy Conference and therefore the sole organizer of the event and sponsorship opportunities.	
7. In selecting the vendor/contractor, explain in detail, the process the department will utilize to maximize fair and open competition: First, the procurement is submitted by the project manager to the SID Contracts/Fiscal Office and then to the SID Administrator for review and approval. Then, it is forwarded to the DBEDT Director for approval, before it is submitted to SPO for consideration.	

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
Richard Lim	Director, DBEDT	586-2355	richard.lim@dbedt.hawaii.gov
Susan Gray-Ellis	Contracting Specialist	587-9002	sgray-ellis@dbedt.hawaii.gov
Jeff Pang	Research Statistician	587-3818	jpang@dbedt.hawaii.gov
Kathy Yim	Energy Clerk Typist	587-9003	kyim@dbedt.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.*

*Mary Alice Seane*  
 Department Head Signature

11-8-11  
 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted 11/09/2011

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:

Approval is granted for the period 12/06/11 to 12/15/11. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply and award is required to be posted on the Awards Reporting System.

Approved     Disapproved     No Action Required

*James J. ...*  
 Chief Procurement Officer Signature    11/21/2011 Date