



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

'11 NOV 17 P3:26

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Department of Hawaiian Home Lands
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.

Gasoline fuel for Hawaiian Home Lands Molokai district operations.

2. Vendor/Contractor Name :
02/11/11 Chevron & Hayaku Gas & Go

3. Amount of Request:

\$ 54,000/year 13,000 02/11/11

4. Term of Contract: From: 02/11/11 To: 11/17/2011 11/10/2011

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:

There are only two gasoline service stations, Chevron and Hayaku Gas & Go, on Molokai. The gasoline prices of the service stations are very competitive. Hayaku Gas & Go is close to DHHL District operation.

7. In selecting the vendor/contractor, explain in detail, the process the department will utilize to maximize fair and open competition:

There are only two gasoline service stations, Chevron and Hayaku Gas & Go, on Molokai. The gasoline prices of the service stations are very competitive, and both stations do not accept State of Hawaii Purchase Orders. Hayaku Gas & Go is close to DHHL District operation, and the credit card payment through Wright Express was set up 19 years ago and it works well.

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
James Pao	DHHL	620-9561	james.pao@hawaii.gov
Kamanao Mills	DHHL	620-9508	kamanao.mills@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

11/16/2011
 Date

For Chief Procurement Officer Use Only

Date Notice Posted 11/18/2011

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 November 17, 2011 to November 16, 2012, with the understanding that there are only two gasoline stations on Molokai. This approval is to allow the department to use either of the two stations, Chevron or Hayaku Gas & Go at the time refueling is required to allow employees the flexibility to use the station that is most convenient in obtaining the 87-grade regular unleaded gasoline.

Department is reminded that pursuant to Comptroller Memorandum CM2010-34, purchases of premium 92-grade or mid 89-grade gasoline are strictly prohibited unless pre-approved by the Comptroller's Office. 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


 Chief Procurement Officer Signature 11/28/2011
 Date