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STATE PROCUREMENT OFFICE
NOTICE OF AMENDMENT TO EXEMPTION FROM CHAPTER
103D, HRS, CONTRACT

1. TO: Chief Procurement Officer

2. FROM: DBEDT / High Technology Development Corporation (HTDC)
Department/Division/Agency

3. Name of Contractor: N/A

4. P.E. Reference No. 12-010-K

5. Description of goods, services, or construction:
Business Consultants for Manufacturers and pre-manufacturers.

6. Scope of work for the contract is revised as follows:
An open RFP (ref RFP-12-002-HTDC) will be posted inviting applications to support a broad range of business consulting needs for HTDC's Manufacturing Extension Partnership program throughout the fiscal year. Applications will be reviewed by a committee to create a prequalified list of consultants. As project needs arise, a selection committee will evaluate candidates from the (see attachment for continuation)
Original Contract Price: \$N/A Amended Contract Price: \$N/A

7. Reason: This / These amendment(s) are necessary because:
Previously PE 12-010-K applied where the manufacturer preselects the business consultant and our funding is not used for the payment. This amendment applies when the manufacturer does not select the consultant and/or if HTDC funds are used in whole or part for the services. Because of the frequency, time constraint, and relatively small dollar amount of the projects, it has not (see attachment for continuation)

8. Direct questions to: Sandi Kanemori Phone: 808-539-3616

Agency shall ensure adherence to applicable administrative and statutory requirements.

9. Pursuant to § 103D-102, HRS, and § 3-120-5, HAR, I certify that the information provided above is, to the best of my knowledge, true and correct

Department Head [Signature] Date 1/17/2012

Reserved for SPO Use Only
10. Date Posted: 1/19/12

11. Submit written objections to this notice of intent to amend a procurement exemption contract 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 (i.e. vendor must be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. If there are any questions, please contact Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

12. [X] APPROVED [] DISAPPROVED

[Signature] 1/31/2012
Chief Procurement Officer Date

13. P.E. No. 12-010Ka1

*Attachment to Notice of Amendment to Exemption from Chapter 103D, HRS SPO-07B
High Technology Development Corporation (HTDC)*

6. (continued)

prequalified list based on the evaluation criteria outlined in the RFP. The procurement officer shall negotiate with the 1st ranked applicant. If negotiations fail, the PO will move to the 2nd then 3rd ranked applicant. Once the contract is awarded, it will be posted on the SPO website. A protest period of five (5) working days follows. HTDC anticipates posting this RFP annually and inviting previously qualified applicants to only provide a letter to confirm their continued interest to remain on the provider list and a declaration of no changes to the original application or provide an updated application if appropriate.

7. (continued)

been practicable to get 3 bids. This consolidated RFP simplifies the application process. It uses the protocol of 103D-304, typically restricted to professional services.

PE12-010Ka1