



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

'12 MAY -1 P1:35

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DBEDT  
*Name of Requesting Department*

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:

Develop and produce a Department of Business, Economic Development and Tourism 16-page energy publication for Hawaii Business magazine readers. Objectives of this energy publication is to generate awareness that energy is an economic driver and job creator, to highlight Hawaii as the energy test bed, and to communicate the urgency of the Hawaii State Energy Office's agenda of powering Hawaii's economy and promoting energy security through clean energy. Primary distribution will be 17,000 as a supplement to Hawaii Business magazine plus 5,000 additional over-run copies for DBEDT distribution. Hawaii Business magazine will provide professional editing, design concepts, three onsite photography shoots, and creation of a digital edition to be hosted at HawaiiBusiness.com.

2. Vendor/Contractor/Service Provider: PacificBasin Communications, LLC

3. Amount of Request:  
\$ 21,000.00

4. Term of Contract From: 5/7/2012 To: 9/30/2012 5. Prior SPO-007, Procurement Exemption (PE):

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

Hawaii Business magazine is proposing the production and distribution of a special energy publication to DBEDT. The special energy publication aligns with the goals of Hawaii State Energy Office in DBEDT to generate awareness of the growing clean energy economy and demonstrate the Energy Office's role in contributing to clean energy goals and overall economic growth. At this time, no other print publication is offering the full range of publication services from content development to art design to print and distribution, thus, this program cannot be procured through a competitive method.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

The procurement is first reviewed by the DBEDT/SID Contracts Office, then routed to the DBEDT/SID Administrator for approval. It is then routed to the DBEDT Director for approval. Upon Director approval it is forwarded to SPO for approval. If it is approved by SPO, agency personnel will issue a purchase order, and once the goods/services has been completed and delivered agency personnel will accept an invoice and process for payment through DBEDT's fiscal office, then DAGS.

8. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) completed mandatory training; and 2) who may contact for follow up inquiry, if any.  
 (Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Kathy Yim	DBEDT	587-9003	kyim@dbedt.hawaii.gov
Mark Glick	DBEDT	587-3812	mark.b.glick@dbedt.hawaii.gov

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.  
 I certify that the information provided above is, to the best of my knowledge, true and correct.*

Mary Alice Evans for Department Head Signature      5-1-12 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 5-1-12

Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) 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 is required to 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 Donn Tsuruda-Kashiwabara at 586-0565 or donna.tsuruda-kashiwabara@hawaii.gov.

Approved       Disapproved       No Action Required

Donn Tsuruda-Kashiwabara Chief Procurement Officer Signature      6/12/2012 Date