



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

**12 JUN 26 P2:46**

**STATE PROCUREMENT OFFICE  
STATE OF HAWAII**

**TO:** Chief Procurement Officer

**FROM:** Dept. of Business, Economic Development & Tourism  
*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:**  
The Hawaii-Ehime Anniversary Sister-State Commemorative events are planned to be held in Hawaii and Ehime in 2012 and 2013. The Hawaii-Ehime Sister-State Committee designates the Japan American Society of Hawaii (JASH) as its partner to plan and implement activities related to the Hawaii-Ehime Sister-State relationship. Such events and activities may include conducting business seminars and/or facilitating government-to-government meetings related to economic development; commemorative gifts in honor of the anniversary events; hosting visiting delegations including government officials and business representatives that support the sister-state relationship; educational exchanges between schools and/or students from Hawaii and Ehime Prefecture; hosting protocol events in Hawaii or Ehime; other special events and activities to be developed by the Hawaii-Ehime Sister-State Committee in collaboration with JASH.

<b>2. Vendor/Contractor/Service Provider:</b> Japan America Society of Hawaii		<b>3. Amount of Request:</b> \$ 10,000.00
<b>4. Term of Contract From:</b> 1-Jun	<b>To:</b> 31-May-13	<b>5. Prior SPO-007, Procurement Exemption (PE):</b>

**6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:**  
The Hawaii State Legislature appropriated funds for FY 2012 during the 2012 legislative session. Given that the Hawaii-Ehime Sister-State Committee works closely with JASH on activities related to fostering Hawaii/U.S.-Japan relations in areas such as cultural, educational, economic development and government programs, it would be beneficial for DBEDT to plan and implement the sister-state activities working directly with JASH and the Hawaii-Ehime Sister-State Committee. JASH has the knowledge, staffing, network of relationships in Hawaii and Japan, and experience to plan and execute activities and events related to the Hawaii-Ehime Anniversary Sister-State Relationship.

**7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:**  
DBEDT will enter into a contract with JASH that will include a request to develop a program plan that these funds will be used for. JASH will serve as the fiscal partner for this committee.

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
Ken Kitamura	DBEDT/ASO	586-2433	kkitamura@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

5-31-12  
 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 6/27/2012

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:

Request is disapproved as vendor is not compliant with HRS §103D-310(c) and HAR §3-122-112 (i.e. vendor must be compliant on the Hawaii Compliance Express [HCE]). Upon verification of vendor compliance, department may attach a memo to this request, along with a copy of HCE certificate requesting CPO approval.

If there are any questions, please contact Bonnie Kahakui at 587-4702, or [bonnie.a.kahakui@hawaii.gov](mailto:bonnie.a.kahakui@hawaii.gov).

Approved       Disapproved       No Action Required

David J. [Signature] 7/2/2012  
 Chief Procurement Officer Signature      Date

