



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

12 AUG 10 AM 11:18

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Health/TSP/CDMCB/Tobacco Prevention & Education Program
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:
Design, printing and distribution of a 3.5" x 8.24" two-sided, color promotional advertisement for the Hawaii Tobacco Quitline, for the Island of Maui, for 3 months to 50,000 mailing per month

2. Vendor/Contractor/Service Provider:	Valpak of Hawaii	3. Amount of Request:
		\$ 4,939.80
4. Term of Contract From: 10/1/2012	To: 12/31/2012	5. Prior SPO-007, Procurement Exemption (PE): n/a

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
Valpak of Hawaii is the only publication in the state with an envelope direct mail piece to the community. The mailing is a targeted ad that has the expectation to increase calls to the Hawaii Tobacco Quitline for Maui in an effort to reduce the numbers of smokers.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
Valpak of Hawaii is the only publication with an envelope direct mail piece to the community.

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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
Lola H. Irvin <i>LHI</i>	TSP	586-4488	lola.irvin@doh.hawaii.gov
Lila Johnson <i>LJ</i>	TSP/CDMCB/TPEP	586-8251	lila.johnson@doh.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.**

[Handwritten Signature]

8/8/12

Department Head Signature Director of Health Date

For Chief Procurement Officer Use Only

Date Notice Posted: *8/10/12*

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:

Approval is granted for the period 10/01/12 to 12/31/12. 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 Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

Approved Disapproved No Action Required

[Handwritten Signature] *8/22/2012*
 Chief Procurement Officer Signature Date