



**STATE PROCUREMENT OFFICE  
NOTICE OF REQUEST TO AMEND AN EXEMPTION  
FROM HRS CHAPTER 103D CONTRACT**

13 APR 23 A11:40

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer  
FROM: DOH/TSP/CDMCB/Tobacco Prevention & Education Program  
*Name of Requesting Department*

*Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:*

- |  |                           |
|--|---------------------------|
| 1. SPO-007, Exemption Reference (PE) Number: | 12-110 K                  |
| 2. Vendor/Contractor/Service Provider Name:  | Screenvision Direct, Inc. |

3. Describe the goods, services, or construction:  
On-screen advertisement for tobacco and teens/youth smoking prevention messages at the Kahala Mall 8 theatres for a summer campaign flight.

4. Explain in detail what is being amended:  
To add an additional advertising venue.

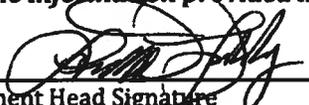
5. Amended contract price for this request: \$ ~~78,225.00~~ **\$ 2,272.00**

6. Explain in detail why the amendment(s) are necessary:  
The amendment to add the Kahala Mall theatres is being requested as it is a special summer campaign focusing on youth tobacco use prevention, and this venue during the summer months has an exceptional reach to the youth audience that the Tobacco Prevention & Education Program is targeting. Since the original request for an exemption was submitted, the Program would like to purchase this advertising package. This purchase will increase the cost of the original contract amount by \$2,772.00.

7. Identify the primary responsible staff person(s) conducting and managing this procurement. Appropriate delegated procurement authority and completion of mandatory training required.)  
 \*Point of contact (Place asterisk after name of person to contact for additional information.)

Name	Division/Agency	Phone Number	Email address
Lola H. Irvin, Project Manager	Tobacco Settlement	586-4481	lola.irvin@doh.hawaii.gov <i>LI</i>
*Lila Johnson, Program Manager	Tobacco Prevention	586-4662	lila.johnson@doh.hawaii.gov <i>LI</i>

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

  
 \_\_\_\_\_  
 Department Head Signature

\_\_\_\_\_  
 Date *4/23/13*

**For Chief Procurement Officer Use Only**

Date Notice Posted: *4/23/13*

Submit written objection to this notice to issue a sole source 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 request is disapproved as department failed to comply with the CPO requirements provided in PE-12-110K for posting the award on the Awards Reporting System. Failing to comply with CPO requirements, procurement circulars and directives, the Hawaii Public Procurement Code and its administrative rules are procurement violations. Department shall submit form SPO-016, *Report of Procurement Violation: Findings and Corrective Actions and/or Request for After-the-Face Payment Approval*, to explain why the department failed to post the award as required.

If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565 or donna.tsuruda-kashiwabara@hawaii.gov.

Approved    
  Disapproved    
  No Action Required

  
 \_\_\_\_\_  
 Chief Procurement Officer     Date *5/13/2013*