



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

13 MAY -2 A8:04

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:  
DBEDT seeks to contract with vendor to plan, produce, coordinate a fashion industry trade show (including fashion show, industry specific workshops, fashion and apparel and trade show, venue selection, exhibits, publicity, exhibitor and buyer attraction, fashion industry guest speakers and presenters, entire and complete build out of trade show space in an aesthetically appealing way to feature fashion businesses, designers and manufactures, etc.) during Hawaii Fashion Month (HFM) that will be held in October 2013.

|  |               |   |
|--|---------------|---|
| 2. Vendor/Contractor/Service Provider: Hawaii Fashion Incubator (HiFi) |               | 3. Amount of Request:<br>\$ 50,000.00             |
| 4. Term of Contract From: 1-Jul  | To: 31-Dec-13 | 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:  
HiFi is the organizer of Hawaii Fashion Month (HFM), held during the month of October 2013. It is Governor a proclaimed/official month of events to support and promote all aspects of Hawaii's fashion/apparel/accessories industry. The month-long program will include industry-exclusive business development events such as a two-day trade show for up-and-coming designers, established manufacturers, educational institutions and the public. DBEDT seeks to contract with HiFi to plan, organize and develop this trade show to be held on October 2-3, 2013. HiFi is the only fashion industry/trade organization that includes a wide network of 3,000 companies and individuals representing the whole spectrum and production cycle of fashion including patternmakers, seamstresses, factory production workers, photographers, stylists, artists, designers, retail establishments, etc. The HFM Trade Show will be a business development platform that will feature Hawaii's talented fashion designers/manufacturers. DBEDT does not have the capacity to procure, promote and produce the HFM trade show and related activities. Vendor is the only fashion industry trade organization in Hawaii. HiFi also owns the naming rights to HFM. Vendor is the certifying and overall producer of HFM activities.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:  
DBEDT is requesting an exemption from procurement to enter into a contract with Hawaii Fashion Incubator.

8. 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 | e-mail address         |
|---------------|-----------------|--------------|------------------------|
| Dennis Ling * | BDSB            | 587-2755     | dling@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

4-30-2013  
 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 5/1/13

Inquiries about this request shall be directed to the contact named in No. 8. 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 07/01/13 to 12/31/13. 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. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file.

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

*Charles J. ...* 5/9/2013  
 Chief Procurement Officer Signature      Date