



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

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STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DOH/TSP/CDMC/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:  
Monthly advertising space for ad boards in various locations statewide.

2. Vendor/Contractor/Service Provider:	Ad Walls, LLC	3. Amount of Request: \$ 62,134.32
4. Term of Contract From: 8/1/2013 To: 6/30/2014	5. Prior SPO-007, Procurement Exemption (PE): 12-121K (see attachment)	

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:  
Vendor is the sole representative for advertising ad boards in shopping centers and malls, including their attached parking structures.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:  
1) There are no other vendors for this service; 2) Program Manager identifies the target consumer and marketing modality; 3) Program Manager investigates the various sites' effectiveness in reaching the largest number of the target consumer; 4) Program Manager selects site(s) and works with the vendor (sole representative for a site) who contract advertisements; and 5) Contract is negotiated with vendor.

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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
Lola H. Irvin <i>LHI</i>	Tobacco Settlement Project	586-4488	lola.irvin@doh.hawaii.gov
**Lila Johnson <i>LJ</i>	Tobacco Prevention & Education Program	586-4662	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.

*[Signature]*  
 Department Head Signature 7/31/13  
 Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 8/7/13

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](mailto:state.procurement.office@hawaii.gov)

Chief Procurement Officer (CPO) Comments:

Approval is granted for the period 08/01/13 to 06/30/14 and 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 Kevin Takaesu at 586-0568, or [kevin.s.takaesu@hawaii.gov](mailto:kevin.s.takaesu@hawaii.gov).

Approved       Disapproved       No Action Required

*[Signature]* 8/22/2013  
 Chief Procurement Officer Signature      Date

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

**ATTACHMENT**

**5. Prior SPO-007, Procurement Exemption (PE):**

Prior Exemption 12-121K in the amount of \$64,726.00 approved on 06/21/2012 but the department failed to post the award on the Procurement and Awards Notice Systems as required by CPO. The department complied with the posting requirement on 06/04/2013 and a SPO-016 *Report of Procurement Violation: Findings and Corrective Actions and/or Request for After-The-Fact Payment Approval* was processed and CPO approved PV13-090K on 6/26/2013 (attached).