



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

13 DEC 19 A10:39

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Office of Information Management and Technology  
*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:  
Organizational change management training, development of strategic operational plan, and leadership development. Specialized training and facilitation in organizational change management through leadership development which will build leadership capacity in OIMT provide support and development of department CIOs and train top potential leaders in ICSD with a focus on succession planning. Training for 20 OIMT and ICSD leadership team members, 40 ICSD key staff members, and 18 department CIOs. Sessions will include ongoing one-on-one training, facilitated small group meetings, and team building sessions throughout the contract engagement.

2. Vendor/Contractor/Service Provider:	Fresh Leadership LLC, 2730 Kahawai Street Honolulu, HI 96822	3. Amount of Request: \$ 375,000
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4. Term of Contract: From: 01/02/14 To: 06/30/14	5. Prior SPO-007, Procurement Exemption (PE):
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6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:  
SEE ATTACHED --- Justification for Exempt Procurement:

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:  
SEE ATTACHED ---- Fresh Leadership has successfully partnered with the State of Hawaii as an external provider since 2006 and built capacity with the Department of Education, Department of Health, and Department of Public Safety. In its current large-scale project with the Department of Public Safety, it is developing a Strategic Operating plan that is cascaded into the major divisions to empower leadership to transform the Corrections, Administrative and Law Enforcement Divisions.

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).

Procurement Exemption No. PE 14-043K

Name	Division/Agency	Phone Number	e-mail address
Todd Crosby	OIMT	586-1806	todd.m.crosby@hawaii.gov
*Jocelyn Collado	OIMT	586-9300	jocelyn.b.collado@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.*

DEC 18 2013

Department Head Signature

Date

**For Chief Procurement Officer Use Only**

Date Notice Posted:

12/23/13

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:

Agency withdrew request.

Approved

Disapproved

No Action Required

MS

2/28/14

Chief Procurement Officer Signature

Date

## Justification for Exempt Procurement:

Fresh Leadership's team holds the only propriety, licensed or certifications in Hawaii for specialized training and facilitations tools and techniques for that support OIMT's organizational change management requirements, including:

- **Patterson Strategic Operating Plans™ (StratOp)** - Fresh Leadership has been Hawaii's sole practitioner of StratOp, a proven methodology to help organizations reorganize their strategic objectives and execute more effectively, and holds Advanced Training Certificates in the StratOp process.
- **The Birkman Method®** - Fresh Leadership has also been Hawaii's leading practitioner of Birkman, a methodology to help leaders and teams understand their underlying motives and improve together in a supportive and trusted environment. Birkman is a critical element of both Strategic Operations Planning and Executive Coaching services. Craig Chong is also the only Sr. Certified Birkman Consultant in Hawaii.
- **Executive Coaching based on the Hudson Institute of Coaching** - Fresh Leadership is the sole practitioner of the **Cycle of Renewal Process™** and process maps in executive coaching engagements. Craig is an extensive learning partner of the most prestigious coaching schools in America and holds a Master Coach status with the Hudson Institute of Coaching.
- **Appreciative Inquiry** - Appreciative Inquiry allows every single individual to share their strengths through simple a story-telling process, which resonate with Hawaii people.
- **BYU Project Management Process** - The processes and techniques in this exclusive project and program management system are based on system cultural issues. Fresh Leadership will customize and fit the BYU Project Management Process to the specific requirements of the current OIMT large-scale programs and their individually related projects. Its lead trainer is uniquely qualified to train in this environment, given his specific research and his extensive experience in governmental agencies worldwide.

Additionally, Fresh Leadership has **successfully partnered with the State of Hawaii as an external provider since 2006** and built capacity with the Department of Education, Department of Health, and Department of Public Safety. In its current large-scale project with the Department of Public Safety, it is **developing a Strategic Operating plan that is cascaded into the major divisions to empower leadership** to transform the Corrections, Administrative and Law Enforcement Divisions.