



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

'14 MAR 31 A8:50

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 has ramped up its efforts to increase the number of exporters from Hawaii and the value of exports from those firms currently exporting. To assist in these efforts, DBEDT seeks to contract with vendor to provide export readiness training, counseling and other management and technical assistance to Hawaii companies interested in exporting and increasing the export of their goods and services to specific markets identified by DBEDT and related to its overall export promotion program. DBEDT does not have the capacity or in-house knowledge to conduct export training.

2. Vendor/Contractor/Service Provider:	Hawaii Pacific Export Council	3. Amount of Request:
	<i>dkk</i>	\$ 50,000.00
4. Term of Contract From:	15-Jun-14 To: 31-Dec-15	5. Prior SPO-007, Procurement Exemption (PE): No

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
The Hawaii Pacific Export Council, (HPEC) is a non-profit organization of local business leaders and experienced international business professionals who provide assistance to local companies expanding in international markets. HPEC is one of 56 District Export Councils (DECs) nationwide certified and sanctioned by the U.S. Department of Commerce that act as advisory committees to the U.S. Department of Commerce's U.S. Commercial Service. Council members are appointed by the U.S. Secretary of Commerce based on their knowledge and professional experience with trade. HPEC is actively engaged in developing and presenting export related seminars, have a wide network of contacts and can tap the resources of the U.S. Department of Commerce. See attachments on the Hawaii Pacific Export Council/District Export Council.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
HPEC is the only organization of its kind in Hawaii dedicated to assisting companies interested in exporting and sanctioned by the U.S. Department of Commerce. The combined years of experience in international business and trade of the Council members outnumber that of any international business consultant. DBEDT respectfully requests an exemption from procurement to enter into a contract with this vendor.

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.*



 for Department Head Signature

3-27-14

 Date

For Chief Procurement Officer Use Only

Date Notice Posted: 4-1-14

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:

This approval is granted with the understanding that the department has determined that it would not be advantageous to conduct a competitive procurement as the Hawaii Pacific Export Council is the recommended collaborative partner which would enable the State to obtain federal funds. This approval is for the solicitation process only and is also 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 Donn Tsuruda-Kashiwabara at 586-0565 or donna.tsuruda-kashiwabara@hawaii.gov.

- Approved
 Disapproved
 No Action Required



 Chief Procurement Officer Signature 5/20/14
 Date