



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

14 APR 24 110:34

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DBEDT-Business Development & Support Division
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:
The Business Development & Support Division (BDS) is exploring the feasibility and efficiency of approving sponsorships of events, projects and activities in order to establish new partnerships and increase BDS's impact for targeted industry sectors. In the upcoming year, BDS hopes to approve sponsorships depending on the availability of funds.

2. Vendor/Contractor/Service Provider: TBD based on applications approved by the sponsorship review committee.	3. Amount of Request: \$
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4. Term of Contract From: 1 Jul 14 To: 30 Jun 15 <i>RFP Issuance Date</i> <i>12 months from issuance</i>	5. Prior SPO-007, Procurement Exemption (PE): N/A
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6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
One of the strategies that BDS uses to fulfill its mission is sponsorship of events that promote the growth of the targeted industry sectors in Hawaii. Events include but are not limited to trade fairs, conferences, seminars, workshops, and trade missions. Sponsorships provide an efficient way to: 1) Create public awareness and support on key initiatives for targeted industries in Hawaii; 2) To express State support on events of relevance; 3) Promote/Market BDS/DBEDT and its mission; 4) Deliver BDS's and DBEDT's message to a targeted audience; 5) Form partnerships with organizations that benefit/support BDS; 6) Leverage funds into a broader reach; 7) Partner with private sector entities which in turn provides in-kind match if sponsorship money is disbursed from federally funded projects; 8) Seed programs, groups and public/private initiatives of relevance and that are aligned with BDS's mission to cultivate targeted industry sectors of Hawaii's economy. Targeted industry sectors are: fashion, manufacturing, biotechnology and international student attraction.

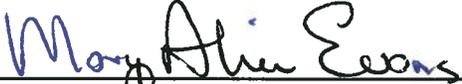
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
A RFP will be posted and remain open for twelve months, inviting applications for sponsorship of events that are in alignment with BDS's mission and priority projects. The RFP is a modified version of the typical RFP process. Applications will be evaluated by a committee against an established set of criteria. Recommendations will be presented to the Procurement Officer. Awards will be subject to the evaluation factors and availability of funds.

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 T. 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

4-9-14
Date

For Chief Procurement Officer Use Only

Date Notice Posted: 5/1/14

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:

Approval is granted for the period of RFP issuance to 12 months from issuance date. The department has determined that it would be in the State's best interest to utilize a modified RFP process to award sponsorships throughout the year dependent on their available budget, market needs, immediate priorities, and other events.

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 Kevin Takaesu at 586-0568, or kevin.s.takaesu@hawaii.gov.

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature

7/21/14
Date