

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

15 SEP 30 P1:54

TO: Chief Procurement Officer

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

FROM: DEPARTMENT OF LAND AND NATURAL RESOURCES
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 and/or services:
Purchase of fuel for state vehicles located at Kaumahina State Wayside, Puaa Kaa State Wayside and Waianapanapa State Park

2. Vendor/Contractor/Service Provider:	Hana Pit Stop LLC	3. Amount of Request:
		\$ 9,000.00
4. Term of Contract From:	1/1/2016	To: 12/31/2016
5. Prior SPO-007, Procurement Exemption (PE):		

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
Vehicles refueling are located approximately 2 to 15 miles for this vendor, otherwise, these vehicles would have to travel 35 to 50 miles to Central Maui to refuel where the awarded bidder is located. It would not be advantageous to the State because of the additional use of fuel to refuel and the four (4) hour roundtrip manpower hours to drive to the central area.

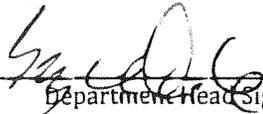
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
Search of any fuel vendor located in proximity to the parks revealed that there is only one vendor, Hana Pit Stop LLC within the area.

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
Philip Ohta*	State Parks, Maui District	984-8102	phillip.k.ohta@hawaii.gov
Dennis Takahashi	Fiscal	587-0347	dennis.i.takahashi@hawaii.gov
Grace Teves	Fiscal	587-70335	grace.l.teves@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.


9/28/15
 Department Head Signature Date

For Chief Procurement Officer Use Only

Date Notice Posted: 10.19.15

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

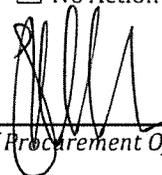
Chief Procurement Officer (CPO) Comments:

The department may use SPO Price List Contract No. 13-14 whenever practicable. For situations where it is not practicable, approval is granted for the period 1/1/16 to 12/31/16 to allow the department to purchase from Hana Pit Stop LLC in obtaining the 87-grade regular unleaded gasoline. Department is reminded that pursuant to Comptroller Memorandum CM2012-19, purchases of premium 92-grade or mid 89-grade gasoline are strictly prohibited unless pre-approved by the Comptroller's Office.

This approval is for the solicitation process only. Pursuant to HRS §103D-310(c) and HAR §3-122-112, the procuring officer shall verify compliance (i.e. vendor is required to be compliant on the Hawaii Compliance Express [HCE]) for all contracts awarded 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 11/24/15
 Date