

'05 APR 25 11:11

RUSH

STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
Department of Land and Natural Resources/Division of Forestry and Wildlife

FROM: _____
(Department/Division/Agency)

Pursuant to § 103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

Description of goods, services, or construction:

Provide expert services for the State of Hawaii to print, perforate, assemble, and package in sheets of 30 stamps each a total of 34,500 Hawaii Wildlife Conservation and Game Bird Stamps for the 2005-2006 FY Hunting Liscenses.

Name of Vendor: Weldon, Williams, & Lick, Inc. Address: PO Box 168 Fort Smith, AR 72902-0168	Cost: \$ 5, 868.45
--	---------------------------

Term of Contract: From: To: <i>one time purchase</i>	Prior Exemption Ref. No. (if applicable)
---	--

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

This is an emergency request for temporary waiver of compliance with Act 216. Due to the time-sensitive nature of the situation an exemption from compliance with Act 216 for the above mentioned vendor is needed so as to purchase the Wildlife Conservation and Game Bird Hunting Stamps which fullfill part of the Hawaii State Hunting Requirements.

The vendor is trying to comply with Act 216 regulations yet their location on the East Coast and the time difference and the backlog at the Tax Dept. is making the aquisition of the required documents difficult.

Details of the process or procedure to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

N/A

RUSH

A description of the agency's internal controls and approval requirements for the exempted procurement:

The Division will comply with Act 216 within 60 days of purchase of the stamps.

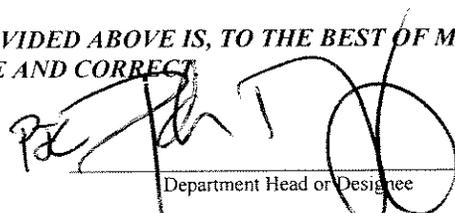
A list of agency personnel, by position title, who will be involved in the approval process and administration of the contract:

Board of Land and Natural Resources - Approval to authorize the DLNR Chairperson to authorize the contract
 Deputy Attorney General - Contract approval
 Peter T. Young, Chairperson DLNR - Contract approval and contract administration/performance
 Paul Conry, DOFAW Administrator - Contract approval and contract administration/performance
 Scott Fretz, DOFAW Wildlife Program Manager - Contract approval and contract administration/performance
 Ed Johnson, DOFAW Wildlife Biologist/State Hunting Coordinator - Contract preparation and contract administration/performance

Direct questions to: Ed Johnson, DOFAW Wildlife Biologist/State Hunting Coordinator	Phone Number: 587-4185
--	---------------------------

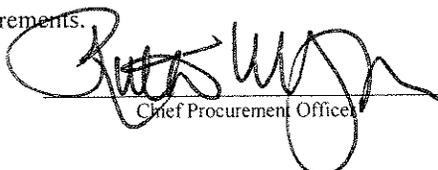
This exemption should be considered for list of exemptions attached to Chapter 3-120, HAR: Yes No

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS, TO THE BEST OF MY KNOWLEDGE, TRUE AND CORRECT.


 Department Head or Designee _____ Date _____
 Title (If other than Department Head) _____

Chief Procurement Officer's Comments:

Please ensure adherence to applicable administrative requirements.

APPROVED DISAPPROVED  5/2/05
 cc: Administrator, State Procurement Office Chief Procurement Officer Date

STATE OF HAWAII
 RECORD OF SMALL PURCHASE

RUSH

Dept. /Agency: DLNR/DOFAW P.O. No. _____

Date: April 20, 2005 Project/Requisition/Work Order No. _____

This form, required for small purchases \$1,000 or more, is for: Under \$1,000 / \$5,000 (construction)
 \$1,000 / \$5,000 to under \$15,000
 \$15,000 to under \$25,000 (Attach SPO Form-10A)

QUOTATIONS RECEIVED:

PART A. Description of good/service/construction:
 34,500 stamps for the FY05-06 Hunting Season-print, perforate, assemble, and package in sheets of 30 stamps as per attached specifications.

PART B. Quotations Solicited:				Date of Quote	Amount Quoted
AWARD (Check Box)	Vendor Name	Representative	Phone No.		
<input checked="" type="checkbox"/> 1.	Weldon, Williams, & Lick, Inc.	Phillip Connelly	1800-242-4995x108	4/20/05	\$5,868.45
<input type="checkbox"/> 2.	Stein Prints, Inc.	Kevin Scheer	415-387-9754	4/19/05	declined bid
<input type="checkbox"/> 3.	Unicover Corporation	Becky Burney	800-892-1745	4/20/05	declined bid
<input type="checkbox"/> 4.					
<input type="checkbox"/> 5.					

PART C. Justification for inability to obtain minimum three quotations, if applicable:
 The quality of the workmanship needed for these stamps is high. Calls to qualified vendors were made. Stein Prints was interested in giving a quote however they subcontract to Weldon et al., "the only fine quality stamp production firm available". Having done business with the vendor in the past, the Division has found the vendor to be the best-value in terms of product quality and service.

PART D. Justification for award made to other than lowest quotation:

M. H. Johnson
 Signature: Employee soliciting quotations
 Date: 4/21/05

Paul J. Conroy
 Signature: Procurement Officer/Designee approval
 Date: 4/22/05

FILE A COPY AS SUPPORTING DOCUMENTATION IN THE PROCUREMENT FILE.

STATE OF HAWAII NOTICE OF EXEMPTION FROM CHAPTER 103D, HRS

The Chief Procurement Officer is in the process of reviewing the request from the Department of Land and Natural Resources for exemption from Chapter 103D, HRS, for the following goods, services, or construction:

Services to print, perforate, assemble, and package sheets for Hawaii Wildlife Conservation and Game Bird stamps

Vendor: Weldon, Williams, & Lick, Inc.
Address: P.O. Box 168
Fort Smith, AR 72902-0168

Term of Contract: From: One time purchase To: **Cost:** \$5,868.45

Direct any inquiries to:
Department: Ed Johnson **Phone Number:** (808) 587-4185
Contact Name/Title: **Fax Number:**
Address:



Date Posted: 4/25/05

A copy of this notice of exemption from Chapter 103D, HRS, shall be posted by the Chief Procurement Officer and the purchasing agency in an area accessible to the public, at least seven (7) calendar days prior to any approval action.

Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven (7) calendar days from the date posted to:

Chief Procurement Officer
Office/Agency _____
Address _____
