

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

16 MAY 27 10:02

ADMINISTRATION
STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DBEDT/High Technology Development Corporation
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:
Sponsorships to be awarded for events that benefit and serve the Hawaii high tech and innovation community. The request for the amount of \$500,000 for FY17 and FY18 will allow flexibility if funding becomes available.

2. Vendor/Contractor/Service Provider:	TBD Based on applications approved by the sponsorship review committee	3. Amount of Request:	\$ 500,000
4. Term of Contract From:	7/1/2016	To:	6/30/2018
5. Prior SPO-007, Procurement Exemption (PE): PE-15-049Sa1			

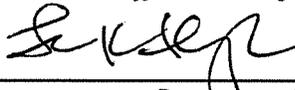
6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
Obtaining multiple quotes for procurement is not applicable for sponsorship of events. Prior to exemptions PE 049Sa1, 13-087KBa1 and 12-093K, sponsorships were done through individual procurement exemptions on a case-by-case basis for each worthy sponsorship opportunity, but at times the short turnaround needed for the approval also resulted in lost opportunities. After discussions with SPO in 2012, a hybrid RFP process was developed and determined to be an improved process for sponsorship procurement. This hybrid RFP model for sponsorships has been implemented since with SPO approval through the exemptions cited above. As this process has worked successfully to date HTDC is requesting a new exemption to continue this process for now FY16 and FY17.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
As in previous years with SPO exemption approval, HTDC will use the same hybrid RFP process that was approved by SPO. An open RFP (to be ref RFP 17-001-HTDC) will be posted inviting applications for sponsorship of events throughout the fiscal year FY17 and FY18 that are in alignment with HTDC'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 published in the RFP, and recommendations made to the Procurement Officer for award of sponsorship. Awards will be subject to evaluation factors and available funds. Request is for solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112 shall apply, and awards to be posted to the SPO Awards Reporting System.

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
Len Higashi	DBEDT/HTDC	539-3814	len@htdc.org
Sandi Kanemori *	DBEDT/HTDC	539-3616	sandi@htdc.org

*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.*



MAY 27 2016

Department Head Signature

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 5/27/16

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:

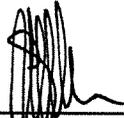
Approval is granted for the period 7/1/2016 to 6/30/2018 with the understanding that the department has determined it is advantageous to use a hybrid RFP process to award sponsorships to various vendors for events that benefit and serve the Hawaii high technology and innovation community. This approval 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 show proof of compliance and may use the Hawaii Compliance Express) and the award is required to be posted on the Awards Reporting System. Proof of compliance and the awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Carey Ann Sasaki at 586-0575, or careyann.r.sasaki@hawaii.gov.

Approved

Disapproved

No Action Required



Chief Procurement Officer Signature

6/13/16
Date