



STATE PROCUREMENT OFFICE
NOTICE OF REQUEST TO AMEND AN EXEMPTION
FROM HRS CHAPTER 103D CONTRACT

TO: Chief Procurement Officer
FROM: Department of Business, Economic Development & Tourism
Name of Requesting Department

Pursuant to HRS §103D-102(b)(4) and HAR section 3-120-5(d), the Department requests to amend an exempt contract as follows:

1. SPO-007, Exemption Reference (PE) Number: PE12-105Ka
2. Vendor/Contractor/Service Provider Name: ~~OK Reynolds, Smith & Hills, Inc.~~ *RS&H Inc.*
per Jeffrey Pang 6/23/16

3. Describe the goods and/or services:
Environmental assessment studies required for an application to the Federal Aviation Administration Office of Commercial Space Transportation (FAA/AST) for a commercial Launch Site Operator's License (spaceport license) for the State of Hawaii as follows: technical analysis of spaceport infrastructure, spaceport site selection, flight corridor development, risk analysis, site plans to mitigate safety hazards related to launch operations, and launch site operating procedures.

4. Explain in detail what is being amended:
Contract #61873 with Reynolds, Smith & Hills, Inc. is terminating on June 30, 2016 and we are requesting an extension to our exemption from July 1, 2015 to December 31, 2016. Due to an oversight on the contract amendment last year, we are now requesting an amendment to the original exemption through December 31, 2016. We shall be more diligent in complying with this requirement prospectively.

5. Amended contract price for this request: \$ No Cost Extension.

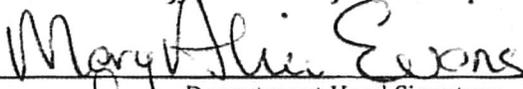
6. Explain in detail why the amendment(s) are necessary:
This amendment is necessary to allow for completion and support of the NEPA Environmental Assessment for a Hawaii Spaceport Operator License Application through the six month FAA review period following the application submission. This process was not accomplished within the period of the exemption and contract period due to the numerous reviews of the NEPA Draft Environmental Assessment by the FAA.

7. 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	Email address
W. Jeffrey Pang	OAD	586-2399	jeffrey.pang@hawaii.gov

All requirements/approvals and internal controls for this expenditure is the responsibility of the department. I certify that the information provided is to the best of my knowledge, true and correct.


 Department Head Signature

6-13-16
 Date

For Chief Procurement Officer Use Only

Date Notice Posted: 6/22/2016

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:

Disapproval is recommended as the original PE has already expired along with the original contract with the vendor. A new PE shall be filed to cover the remaining work by the vendor. The department shall schedule expiration dates of contracts with the vendor and the new PE request to coincide to avoid missing a necessary extension.

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

7/6/16
 Date

PE12-105Ka2