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STATE PROCUREMENT OFFICE
STATE OF HAWAII

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REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

TO: Chief Procurement Officer

FROM: DLNR, Div. of Forestry & Wildlife, Hawaii District
(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:
Labor to replace roof on "Protea House" on State land at Puu Wa'awa'a, North Kona, HI TMK: 3rd/7-1-01:06. Re-roofing necessary to prevent loss of state-owned asset. Contracted labor provided by Hawaiian Isle Roofing to remove old material, repair fascia & install new materials.

Name of Vendor:	Hawaiian Isle Roofing	Cost:
Address:	74-5071 Hanahana Loop Kailua-Kona, HI 96740	\$ 13,689.52

Term of Contract:	From:	To:	Prior Exemption Ref. No. (if applicable)
<i>Upon CPO Approval</i>	06/01/05	07/15/05	N/A

Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:
Estimated receipt date of compliance certificates required by Act 216 are beyond the deadline established by the Fiscal Office. This vendor is already the low bidder, however, a significant backlog @ Dept of Taxation is delaying the start of this project.

Details of the process or procedure to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
Request that funds for project be encumbered pending receipt of tax clearance & other compliance certificates to prevent funds from lapsing and further delaying this project

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

A list of agency personnel, by position title, who will be involved in the approval process and administration of the contract:
Roger H. Imsoto, Hawaii Branch Manager
Lisa J. Hadway, Natural Area Program Manager, Hawaii
Paul J. Conry, Administrator, Div. of Forestry & Wildlife

Direct questions to: Michael Donoho Phone Number: 887-6061

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.

Paul J Conry 6/27/05
Department Head or Designee Date
Administrator, Div. Forestry & Wildlife
Title (If other than Department Head)

Chief Procurement Officer's Comments:
Per a discussion with the DLNR Fiscal Office (Juliet), we are processing this request since the reason for the request is of a common nature, small dollar amount, and to not further delay the necessary repairs. However, all future requests not signed by the proper person shall be returned for their proper signature.

Please ensure adherence to applicable administrative requirements.

[X] APPROVED [] DISAPPROVED

cc: Administrator, State Procurement Office

for [Signature] 6/14/05
Chief Procurement Officer Date