

06 FEB 28 P2:15

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

1. TO: Chief Procurement Officer  
2. FROM: Department of Business, Economic Development & Tourism

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:

3. Description of goods, services or construction: Venue for Hawaii business and arts/cultural activities during the 25 <sup>th</sup> Anniversary Hawaii-Fukuoka Sister-State activities in Fukuoka, Japan. Vendor will provide: - Meeting room for business meetings between Hawaii and Japan companies - Banquet room for Hawaii Business Trade Show - Banquet room for Hawaiian Music Festival - Banquet room for 25 <sup>th</sup> Anniversary Hawaii-Fukuoka Sister-State Reception - Audio-visual equipment and set-up - Catering services	
4. Name of Vendor: Hotel Nikko Fukuoka Address: 2-18-25 Hakata Eki-mae, Hakataku, Fukuoka Zip 812-00	5. Price: 50,000 \$40,000 <i>JH</i>
6. Term of Contract: From: May 19, 2006 To: May 22, 2006	7. Prior Exemption Ref. No.
8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State: The Nikko Hotel was selected because of (1) availability (size, location, price) of banquet rooms for the Hawaii trade show, reception and concert on the dates specified and ability to accommodate the number of guests/attendees expected for the Hawaii events; (2) management willing to accommodate preparing and serving Hawaii cuisine and food items, adjusting reception menu, and allowing Hawaii food items to be sold by vendors at the Hawaii concert; (3) ability to provide special accommodations for meeting room and storage requirements.	
9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:	

**REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)**

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

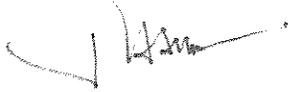
12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:

Name	Position	Involvement in Process	
Dennis Ling	Administrator	<input checked="" type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Theodore E. Liu	Director	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration

13. Direct inquiries to: Department: DBEDT  
 Contact Name: Dennis T. Ling  
 Phone Number: 587-2755  
 Fax Number: 586-2548

Agency shall ensure adherence to applicable administrative and statutory requirements

14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*



FEB 27 2006

Department Head

Date

**Reserved for SPO Use Only**

15. Date Notice Posted 2/28/06

The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to:

Chief Procurement Officer  
 State Procurement Office  
 P.O. Box 119  
 Honolulu, Hawaii 96810-0119

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

Chief Procurement Officer's comments:

16.

APPROVED  DISAPPROVED

Alan S. Fyfe  
Chief Procurement Officer

3/10/06  
Date

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*Additional Information  
Received 3 March 2006*



STATE PROCUREMENT OFFICE  
STATE OF HAWAII

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

3. Description of goods, services or construction:  
 Venue for Hawaii business and arts/cultural activities during the 25<sup>th</sup> Anniversary Hawaii-Fukuoka Sister-State activities in Fukuoka, Japan. Vendor will provide:

- Meeting room for business meetings between Hawaii and Japan companies
- Banquet room for Hawaii Business Trade Show
- Banquet room for Hawaiian Music Festival
- Banquet room for 25<sup>th</sup> Anniversary Hawaii-Fukuoka Sister-State Reception
- Audio-visual equipment and set-up
- Catering services

4. Name of Vendor: Hotel Nikko Fukuoka Address: 2-18-25 Hakata Eki-mae, Hakataku, Fukuoka Zip 812-00	5. Price: \$40,000
6. Term of Contract: From: To:	7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State:  
 The Nikko Hotel was selected because of (1) availability (size, location, price) of banquet rooms for the Hawaii trade show, reception and concert on the dates specified and ability to accommodate the number of guests/attendees expected for the Hawaii events; (2) management willing to accommodate preparing and serving Hawaii cuisine and food items, adjusting reception menu, and allowing Hawaii food items to be sold by vendors at the Hawaii concert; (3) ability to provide special accommodations for meeting room and storage requirements.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:  
 Other comparable hotels were queried for availability of rooms with seating capacity of 2000, and none were available or did not have the capacity for the dates of the concert. Therefore, Nikko was the hotel that could satisfy all of our requirements.

**REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)**

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10. A description of the agency's internal controls and approval requirements for the exempted procurement:  
 DBEDT staff will provide on site control, oversight and review of the overall promotion.

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

Name	Position	Involvement in Process	
Dennis Ling	Administrator	<input checked="" type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
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 Department Head

\_\_\_\_\_  
 Date

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