

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

1. TO: Chief Procurement Officer
2. FROM: Bonnie Kahakui, State Procurement Office

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: Colored State Seal Letterhead	
4. Name of Vendor: Hagadon Printing Address: 274 Puuhale Road, Honolulu, HI 96819	5. Price: \$7,459.98
6. Term of Contract: From: 12/1/06 To: 01/22/07	7. Prior Exemption Ref. No. n/a
8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State: Request for an exemption from the recycle content requirement, as defined in Section 3-124-21, HAR. The specifications of the letterhead stock calls for Crane's Crest #24 stock which is no longer made with recycled content. Attached is a copy of the manufacturer's letter to PaperSource, from whom Hagadone purchases the paper, verifying the recycled content of Crane's Crest paper.	
9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable: A request for quotation was issued on 9/29/06 and Hagadon Printing was the only vendor who responded to the solicitation.	
10. A description of the agency's internal controls and approval requirements for the exempted procurement: n/a	

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

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
Sharon Koga	Purchasing Staff Supervisor	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Ruth Yamaguchi	Procurement Officer	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Bonnie Kahakui	Purchasing Specialist / TVI	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
	Administrator	<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: State Procurement Office
 Contact Name: Bonnie Kahakui / *eeu* 10/27/06
 Phone Number: 587-4702
 Fax Number: 586-0570

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.

[Signature]
 Department Head Procurement Officer

10/27/06
 Date

Reserved for SPO Use Only

15. Date Notice Posted 10/30/06

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

Chief Procurement Officer's comments:

This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply.

16. APPROVED DISAPPROVED NO ACTION REQUIRED

James S. Taylor
 Chief Procurement Officer

11/6/06
 Date

FYI

CRANE & CO.

October 17, 2006

Aileen Blanc
Manager, Fine Papers
PaperSource Hawaii
2850 Paa Street, Suite 130
Honolulu, Hawaii 96819

Dear Aileen,

Crane's Crest-R is a 100% cotton recycled paper. Unfortunately our source for recycled cotton is no longer in business and our global search has not produced another supplier. Reluctantly we have to stop manufacturing our Crest-R.

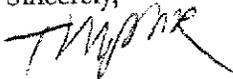
Since 1801 when Crane & Company was founded by Zenas Crane, we have made 100% cotton papers using only pure, natural groundwater from our own artesian wells.

Today Crane uses two forms of cotton to makes its papers, both are recovered fibers. *Cotton ginning waste*: the tiny fibers, called linters, left after the ginning process is complete. Cotton linters are almost pure cellulose, the raw material for all papers. Prior to the time Crane created systems to collect these fibers, they went to the dump because they had no value. *Textile waste*: for more than 200 years Crane has collected cotton garment trimmings for use in its papers. Trimmings are used from the manufacture of underwear, denim garments and glove linings to name a few.

The justified concern about preserving our fragile environment intensifies the need to reuse and generally conserve as many of our products and resources as possible. The choice of 100% cotton papers provides a unique opportunity to address these concerns.

Making a commitment to 100% cotton papers – Crane's Crest or Crane's Bond – provides the conscientious customer with the opportunity to make an environmental statement as well as purchasing the very finest, most durable business and social paper available.

Sincerely,



Terry Plummer
General Manager, Commercial Papers
Director, Business Development

Copy to: Alvin