



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

1. TO: Chief Procurement Officer  
2. FROM: 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:  
  
Executive Letterhead and envelopes

4. Name of Vendor: Hagadon Printing Address: 274 Puuhale Road, Honolulu, HI 96819	5. Price: \$2,765.04
6. Term of Contract: From: 12/1/06 To: 01/19/07	7. Prior Exemption Ref. No. 0

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 the required specifications.  
  
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:  
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

