

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

1. TO: Chief Procurement Officer
2. FROM: Director of Transportation

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:
Please see Attachment 1.

4. Name of Vendor: NAWIC - Honolulu Chapter
Address: P O Box 17613
Honolulu, HI 96817-0613

5. Price:
\$30,000

6. Term of Contract: *upon CPO Approval*
From: *08/16/07* *lt* To: 10/31/07

7. Prior Exemption Ref. No.
0

8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State:
Please see Attachment 2.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
This section does not apply because no selection is involved.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
The DOT's Office of Civil Rights is the lead office for the department on the event and will receive the appropriate document(s) (e.g., itemized list of items purchased, expenses, etc.) from NAWIC for reimbursement. The office will ensure appropriate purchases are made, per federal and state guideline requirements. The documents will then be scrutinized and processed through the appropriate office in the DOT for payment to NAWIC.

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 |
| Barry Fukunaga | Director | <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration |
| Francis Paul Keeno | Deputy Director | <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration |
| Brennon Morioka | Deputy Director | <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration |
| Rey Domingo | Civil Rights Coordinator | <input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration |
| | | <input type="checkbox"/> Approval <input type="checkbox"/> Administration |
| | | <input type="checkbox"/> Approval <input type="checkbox"/> Administration |

13. Direct inquiries to: Department: Transportation
 Contact Name: Rey Domingo
 Phone Number: 587-5339
 Fax Number: 587-2025

Agency shall ensure adherence to applicable administrative and statutory requirements

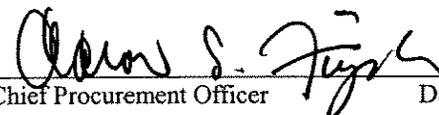
14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*

Department Head 

Date 8/7/07

| Reserved for SPO Use Only | |
|--|---------------------------------------|
| | 15. Date Notice Posted <u>8/10/07</u> |
| <p>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:</p> <p align="center">Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119</p> | |
| <p>Chief Procurement Officer's comments:</p> <p>This approval is given based on the DOT's representation that this organization was selected based on their suitability for this event and reimbursements shall be processed with original receipts only. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply.</p> | |

16. APPROVED DISAPPROVED NO ACTION REQUIRED

 8/20/07
 Chief Procurement Officer Date

Attachment 1

The Hawaii Construction Career Days (CCD) event is scheduled for October 25-26, 2007, at the Honolulu Community College (HCC). It will feature a variety of career opportunities in construction-related fields, such as the skilled crafts, architecture, and engineering. High school students in grades 9-12 will operate construction equipment, participate in hands-on activities such as carpentry and masonry, and view static displays and equipment. College-bound students will meet representatives from educational institutions such as the U.H. School of Architecture and College of Engineering. Employers from federal, state, and local government, and private companies will interview and recruit prospective employees at the event. The purpose of the event is to introduce high school students to the multi-faceted transportation construction industry.

Approximately 500 to 800 participants per day are projected to attend the CCD event. Invitations will be extended to high school students and alternative learning program participants. The majority of students are part of the Construction Academy, a Department of Education/HCC program designed to prepare high school students for construction-related occupations.

The Federal Highway Administration (FHWA) has provided 100% federal funds in the amount of \$30,000 for the event. No state monies will be required to match. The National Association of Women in Construction (NAWIC) Honolulu Chapter, a private non-profit organization, which is on the executive committee for this event, will upfront expenses in the amount of approximately \$30,000 for safety vests for volunteers, banners, liability insurance, t-shirts and rent for tents, tables and chairs. They will also accept donations on behalf of the event. Appropriate reimbursement from the DOT using the federal amount needs to be made to NAWIC once they incur the costs.

A flyer on the event, and a budget worksheet identifying NAWIC costs and other items in the budget are attached.

A memorandum of agreement is currently in progress to solidify the partnership.

2007-10-26 10:00 AM