



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

1. TO: Chief Procurement Officer

2. FROM: DLNR/DOFAW

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:
The work involves improving the capacity of neighboring South Pacific Island nations and Territories to respond to invasive species issues. By increasing awareness and expertise about the invasive species problem in the South Pacific the State of Hawaii will benefit from the work because invasive species will be less likely to sent to Hawaii via standard pathways and new invasive species not yet in Hawaii will be identified prior to their arrival and establishment in Hawaii. This work is achieved mainly through peer facilitated learning through the Pacific Invasives Learning Network and improves the capacity of staff that participate from Hawaii as well.

4. Name of Vendor: Secretariat Pacific Regional Environment Programme Address: PO Box 240, Apia, Samoa E: sprep@sprep.org +685 21 929	5. Price: \$30,000
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6. Term of Contract: From: March 1 2008 To: March 1 2009	7. Prior Exemption Ref. No.
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8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State:
The proposed work involves staff and members of the Pacific Invasives Learning Network (PILN) run by the South Pacific Regional Environment Programme (SPREP). SPREP is a not for profit organisation established and supported by multiple countries, island states and territories- including the United States. SPREP is the agency coordinating a larger invasive species program and utilizing its established network in the region. The procurement of these services represents our effort to co-sponsor this larger effort - a cost effective, cost sharing measure amongst agencies and governments supporting the PILN. The Hawaii Invasive Species Council (HISC) established through HRS 194 approved the spending at its July 19 2007 meeting (attached budget and minutes). Administration and related costs for this work are covered by SPREP.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
Due to State of Hawaii's prior involvement in the PILN the goals of the program and Hawaiian involvement were discussed between staff in SPREP and local representatives in the group. Needs were identified and the proposal was written jointly with SPREP employees and local PILN members.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
The proposal was presented to the Hawaii Invasive Species Council as part of a budget proposal and which was approved at 19 July 2007 meeting of the Council. The Hawaii Invasive Species Council Coordinator will ensure that reports are given after 6 months and at the conclusion of the project.

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
Chris Buddenhagen	HISC Coordinator	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Mindy Wilkinson	Invasive Spp Coordinator	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
Laura H Thielen	Co-chair HI Invasive Spp Council	<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

13. Direct inquiries to:	Department: DLNR/DOFAW Contact Name: Chris Buddenhagen Phone Number: 808 587 4154 Fax Number: 808 587 0160
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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

12/19/07
 Date

15. Date Notice Posted <u>12/14/07</u>	
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


 Chief Procurement Officer 12/21/07
 Date