



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

1. TO: Chief Procurement Officer

2. FROM: Office of the Governor

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:
Design, printing and delivery of informational material to 91.3% of households on O'ahu.

4. Name of Vendor: MidWeek
Address: 500 Ala Moana Blvd.
Seven Waterfront Plaza
Honolulu, Hawai'i 96813

5. Price:
\$21,000

6. Term of Contract: From: 01/01/2008 To: 01/23/2008

7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State:
Inserting the informational document in MidWeek is the only way to reach nearly every home, free of charge, on O'ahu. MidWeek ensures that 91.3% of O'ahu households will receive the information. Cost of insertion is also includes design and printing costs. If another vender were selected, these costs would be itemized and separate, causing total cost of the project to increase exponentially.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:
MidWeek is only publication on the island that reaches 91.3% of O'ahu households, free of charge. Vendor will be selected based on the need to reach the highest number of O'ahu residents possible, free of charge.

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

10. A description of the agency's internal controls and approval requirements for the exempted procurement:
 All design of the informational material will be processed by Communications Officer, and approved by the Senior Advisor - Communications.

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	
Lenny Klompus	Senior Advisor- Communications	<input checked="" type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Corrie Heck	Communications Officer	<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
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration

13. Direct inquiries to: Department: Office of the Governor
 Contact Name: Lenny Klompus
 Phone Number: 808-586-7705
 Fax Number: 808-586-0006

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.

Michelle Macias
 Department Head

12/19/07
 Date

Reserved for SPO Use Only

15. Date Notice Posted 12/19/07

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:

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

Allen S. Fyfe 12/26/07
Chief Procurement Officer Date