



**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:

Delivery of informational material on Administrative programs to all neighbor island newspaper subscribers, free of charge.

4. Name of Vendor: NIDA

Address: Hawai'i Tribune Herald

P.O. Box 767

Hilo, Hawaii 96721

5. Price:

\$10,000

not to exceed

6.

Term of Contract: From: 01/10/2008

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 NIDA is the best way to reach a wide distribution of neighbor island residents, free of charge. NIDA provides a slightly better insertion rate than purchasing from each publication separately.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

NIDA is the best way to reach all neighbor island daily newspapers, vis-à-vis all neighbor island residents. Vendor will be selected based on the need to reach the highest number of 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.*

Michael Macius

12/19/07

Department Head

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

Alvin S. Fujita 12/26/07
Chief Procurement Officer Date