



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

1. TO: Chief Procurement Officer  
2. FROM: DLNR, Engineering Division

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:  
Court Reporting Services

4. Name of Vendor: Varies  
Address:

5. Price:  
\$5000

6. Term of Contract: From: August 2008 To: August 2010

7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State: It would be impracticable for the DLNR to procure court reporting services by competitive means because it would violate section 606-13.6 of the HRS.  
(a) Any contract for private court reporting services, not related to a particular case or reporting incident, shall be prohibited between a private court reporter or any other person with whom a private court reporter has a principal and agency relationship, and any attorney, party to an action, party having a financial interest in an action, or any entity providing the services of a certified shorthand reporter. Negotiating or bidding reasonable fees, equal to all parties, on a case-by-case basis may not be prohibited.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:  
DLNR-Engineering will request prices lists from court reporters and utilize the least expensive, qualified and dependable vendor available when it is practicable to do so, depending upon the particular services needed and the applicable time constraints.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:  
DLNR-Engineering staff authorized to make selection will, with their supervisors input if necessary, select the vendor as described above.

**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
<b>ERIC HIRANO</b>	<b>CHIEF ENGINEER</b>	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
<b>KRISTEN AKAMINE</b>	<b>ENGINEERING TECHNICIAN</b>	<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: Land and Natural Resources Contact Name: Kristen Akamine Phone Number: 587-0281 Fax Number: 587-0281
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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. *C. T. H.*

*[Signature]*  
 Department Head

*07/28/08*  
 Date

Reserved for SPO Use Only	
	15. Date Notice Posted <u>8/01/08</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: <p align="center">                         Chief Procurement Officer                          State Procurement Office                          P.O. Box 119                          Honolulu, Hawaii 96810-0119                     </p>	
Chief Procurement Officer's comments:          	

16.  APPROVED  DISAPPROVED  NO ACTION REQUIRED

*[Signature]* 8/8/08  
 Chief Procurement Officer Date