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STATE OF HAWAII
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: DBEDT/Strategic MarketingandSupportDivision/ServiceTradeBranch
(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:

Description of goods, services, or construction:	
Services related to economic development projects for the County of Hawaii which will encourage the growth of the County's economy, provide for attraction of new businesses and investments, create quality jobs, develop new solutions to economic development issues such as industry diversification, promote the County as a place to do business, and assist firms with strategic partnerships and business expansion.	

Name of Vendor: Hawaii Island Economic Development Board Address: 200 Kanoelehua Ave., Ste. 103, Box 281, Hilo, HI 96720	Cost: \$ 10,000 <i>Prior: \$ 20,000 R 13,500</i>
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Term of Contract: From: October 1, 2004 To: September 30, 2005	Prior Exemption Ref. No. (if applicable)
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Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State: See Attachment A

Details of the process or procedure to be followed in selecting the vendor to ensure maximum fair and open competition as practicable: As stated in the previous section, HIEDB's capabilities are best suited to the described services.
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A description of the agency's internal controls and approval requirements for the exempted procurement:

The Strategic Marketing & Support Division (SMSD) will be required to submit a request for project approval for this procurement, which will be reviewed by the Division Administrator, the DBEDT Contracts Office and both the Director and Deputy Director.

A list of agency personnel, by position title, who will be involved in the approval process and administration of the contract:

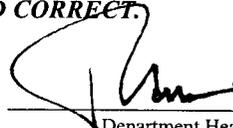
Ted Liu, Director
Steve Bretschneider, Deputy Director
Dennis T. Ling, Program Administrator, Strategic Marketing & Support Division
Jamie Lum, Economic Development Specialist
Eileen Harada, Contracts Specialist
Wendy Yoshinaga, Fiscal Officer

Direct questions to: Dennis T. Ling

Phone Number:
587-2755

This exemption should be considered for list of exemptions attached to Chapter 3-120, HAR: Yes No

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS, TO THE BEST OF MY KNOWLEDGE, TRUE AND CORRECT.



8/9/04

Department Head or Designee

Date

Title (If other than Department Head)

Chief Procurement Officer's Comments:

Please ensure adherence to applicable administrative requirements.

APPROVED

DISAPPROVED



8/25/04
Date

cc: Administrator,
State Procurement Office

Attachment A

This request for Exemption is being submitted because the Hawaii Island Economic Development Board (HIEDB) receives contracts from DBEDT on a recurring basis within any given twelve (12) month period.

The vendor required to perform this service must have a county focus but also have the ability to work on a statewide level. HIEDB whose primary mission is to generate jobs and tax revenues for Hawaii County, works closely with the economic development boards of the other three counties. There is a commonality of projects that already exists between these entities based upon the mutual interests of the respective counties, thus creating a strong synergistic approach to economic development from a "grass roots" level.

HIEDB has a broad-based membership, thus representing a good cross-section of the Big Island's private sector businesses. They also maintain a close relationship with the Hawaii County government, non-profit business entities and community-based organizations. As a result, they are able to secure partnerships and contributions that, when leveraged with State resources, enable us to carry out programs that penetrate the public and private sectors at multiple levels.

In addition, HIEDB has a true 'team player' attitude and brings manpower resources to the table.

Finally, HIEDB has a proven track record with the State, having worked on past projects such as the 2003 SPIE Optical Science & Technology International Conference & Exhibition, the Hawaii Business Mission to Silicon Valley in May 2003, and the BIO 2004 Annual International Convention.

This is the cooperation between counties/islands that the State is seeking in a potential vendor for this project. Therefore, procurement by competitive means is neither practicable nor advantageous to the State, as HIEDB has the capabilities that are best able to represent the State's varied interests.

Please note that although this agreement is for less than \$25,000, this is a recurring award, and therefore the aggregate total exceeds the small purchase maximum. Awards in the past three years are as follows:

<u>Effective Date of Agreement</u>	<u>Amount</u>
2/13/04	\$10,000
10/24/02	\$20,000
9/21/01	\$13,500