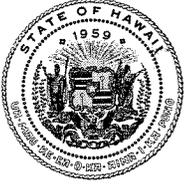


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STATE PROCUREMENT OFFICE
STATE OF HAWAII
NOTICE OF AND REQUEST FOR EXEMPTION
FROM CHAPTER 103D, HRS

- 1. TO: Chief Procurement Officer
- 2. FROM: DBEDT / SMSD / CBED

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 CBED Program requests approval for exemption from Chapter 103D, HRS, to co-sponsor the 8th Annual Native Hawaiian Convention planned for Tuesday, August 25, 2009 through Thursday, August 27, 2009. Coordinating and hosting the event is the Council for Native Hawaiian Advancement (CNHA). Funding will come from General Operating funds of the CBED Program for FY 2010.

Hosted for eight consecutive years, CNHA and its 91 Native Hawaiian member organizations convene community leaders for professional development, setting public policy priorities, and lifting up community and business development progress. CNHA sets a Convention agenda that includes pressing issues occurring locally and nationally, particularly those related to cultural preservation, education, housing, economic development, land access, renewable energy and self-determination..

4. Name of Vendor: Council for Native Hawaiian Advancement
Address: 1050 Queen Street, Suite 200
Honolulu, HI 96814

5. Price:
\$9,900

6. Term of Contract: From: 8/25/2009 To: 12/31/2009

7. Prior Exemption Ref. No.
0

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

The 8th Annual Native Hawaiian Convention has additional committed co-sponsors that have committed funds.

The CBED Program has limited funds to accomplish financial and technical assistance to community-based non-profit organizations statewide as mandated by Section 210D, Hawaii Revised Statutes. In order to accomplish the mandates, it is essential that the CBED Program find partners and activities that will help "leverage" state funds effectively and efficiently. Conventions, conferences, workshops and forums have been identified as an efficient means to provide technical assistance and promote better communication between communities..

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

CNHA's convention is the largest community-based event held during the year. Annually, the event brings together an average of more than 700 community leaders, agency heads and government (Federal, State and County) officials. No other community-based nonprofit hosts an event of this magnitude.

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

10. A description of the agency's internal controls and approval requirements for the exempted procurement:

Contract will contain quantitative measures of success, i.e., number of attendees, , number of community-based organization represented, etc. Contract will also require a progress report in the planning and implementation of the activities. Contract deliverables will be monitored by the CBED staff and payments will be authorized through CBED staff, division administrator and DBEDT fiscal division.

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

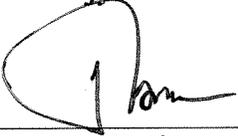
Name	Position	Involvement in Process	
Wayne Thom	CED Manager	<input checked="" type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Dennis Ling	SMSD Administrator	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Ken Kitamura	Administrative Services 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

13. Direct inquiries to:

Department: DBEDT
 Contact Name: Wayne Thom
 Phone Number: (808) 587-2772
 Fax Number: (808) 586-2589

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

APR 16 2009

 Date

Reserved for SPO Use Only

15. Date Notice Posted 4-21-09

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. Department is reminded that procurements \$2,500 or more are required to be posted on the Procurement Reporting System.

16.

APPROVED DISAPPROVED NO ACTION REQUIRED

Alan S. Fyfe 7/23/09
Chief Procurement Officer Date