



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

1. TO: Chief Procurement Officer
2. FROM: Barry Fukunaga, Chief of Staff, 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:

<p>3. Description of goods, services or construction: The 50th Anniversary of Statehood Commission has partnered with community events statewide to further the Commission's commemoration activities. Small contracts for marketing and entertainment purposes will be executed with these previously established, community events which will designate them as an official Statehood commemoration event.</p> <p>Contract funds will be used to promote, market and procure entertainment for each of the selected events.</p>	
<p>4. Name of Vendor: Various - See Attached Address: Various - See Attached</p>	<p>5. Price: \$37,122.00</p>
<p>6. Term of Contract: <i>6/19/09</i> From: June 1, 2009 To: Dec. 31, 2009</p>	<p>7. Prior Exemption Ref. No.</p>
<p>8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State: Due to the scope and quantity of the Commission's desired presence in community events throughout the state, competition to become an official commemorative event is not advantageous. Also, because of the mass quantities of small, community events which occur annually throughout the state, the practicality of a competitive process is incredibly difficult.</p>	
<p>9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable: To select the community events which will be designated as official commemorative events, the 50th Anniversary of Statehood Commission solicited input from community organizers through a variety of means, including but not limited to, newspaper solicitation, community outreach, previously selected activities and community partners.</p> <p>Commission members who serve as representatives from the neighbor islands were the point of contact for their county's activities. Each of these representatives is from the office of the mayor of the respective county.</p>	
<p>10. A description of the agency's internal controls and approval requirements for the exempted procurement: Each selected community event was completed and submitted a grant request form, which included such detailed information as planned use of the contract funds, goals and objectives of the organization or event, schedule of action steps to achieve said objectives, budgets, financial statements, policies and procedures (see attached).</p> <p>All applications were subject to review of the island representative, the Commission's executive committee, and Office of the Governor staff.</p> <p>Approvals were ultimately selected via a vote of the full 50th Anniversary of Statehood Commission.</p>	

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
Barry Fukunaga	Chief of Staff	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Lenny Klompus	Senior Advisor - Communications	<input checked="" type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Corrie Heck	Chief Communications Officer	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Rachel Zane	Executive Assistant	<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

13. Direct inquiries to:	Department: Office of the Governor Contact Name: Corrie Heck Phone Number: 808-586-0718 Fax Number: 808-586-0006
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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.*

[Signature]
 Department Head

6/19/09
 Date

15. Date Notice Posted <u>6/19/09</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: Agency is reminded that contract awards of \$2,500 or more are required to be posted on the Procurement Reporting System.

16. APPROVED DISAPPROVED NO ACTION REQUIRED

[Signature] 6/26/09
 Chief Procurement Officer Date

Funds	Name of Event	Mailing Address	Contact person	Contact Number
\$2,500	Ka'u Coffee Festival - Ms. Ka'u Coffee / Cupping	Big Island Resource Conservation and Development Council, Inc. 101 Aupuni Street, Suite 229 A Hilo, Hawai'i 96720	Ms. Michelle Galimba	(808) 430 4927
\$2,300	Ipu Lani - Big Island Ipu and Traditional Fishing Workshops	Ipu Lani, Inc. PO Box 1168 Kealakekua, Hawai'i 96750	Mary Amos	808-937-4308
\$5,000	Hawai'i Volcanoes Institute - Workshops on History	PO Box 653, Volcano, Hawai'i 96785	Brian Lux	808-985-7373 or (cell) 540-841-5898
\$2,522	Big Island Film Festival-Best of the Fest Concert	Executive Director Big Island Film Festival 68-1851 Lina Poepoe Street Waikoloa, Hawai'i 96738	Ms. Janice Sears Executive Director	808-833-0394
\$2,500	Hilo Inter-tribal Pow Wow	Big Island Resource Conservation and Development Council, Inc. 101 Aupuni Street, Suite 229 A Hilo, Hawai'i 96720	Ms. Elizabeth de Roche	808-933-6996
\$2,500	HI Performing Arts Festival - 50 Years of American Music	Hawaii Performing Arts Festival PO Box 474 Kamuela, HI 96743	Ms. Genette Freeman	(303)-221-0399
\$800	Mango Festival - Mango Purchase / Food Demonstration	PO Box 939 Honaunau, HI 96726	Randyl Rugar	(808)-328-8998
\$2,500	Kaua'i Museum Statehood Celebration	Administrator 4428 Rice Street, Lihu'e, Hawai'i 96766	Winnie Yulo	(808) 245-6931

\$5,000	E Ola Mau Na Leo O Kekaha (4th of July Festival)	Vice President E Ola Mau Na Leo O Kekaha P.O. Box 463 Kekaha, Hawai'i 96752	Ms. Ann M.K. Wooton	808-346-2342
\$4,500	Kaua'i County Farm Bureau Fair	Executive Administrator Kaua'i County Farm Bureau P.O. Box 3895 Lihu'e Hawai'i	Ms. Melissa McFerrin	808-332-8189 or (808) 652-3217
\$5,000	Kaua'i Mokihana Festival	Malie Foundation 5034 Haleililo Road Kapa'a, Hawai'i 96746	Mr. Nathan Kalama	808-822-2166
\$1,500	Upcountry Fair	Executive Director Tri-Isle RC&D Council, Inc. 77 Hookele Street, Suite 202 Kahului, Hawai'i 96732	Mr. Stuart Funke- d'Egnuff	808-871-5500 x120
\$1,500	Pineapple Festival	Linda Kay Okamoto R (B) Okamoto Realty LLC P.O. Box 630552 Lanai City, HI 96763	Linda Kay Okamoto	559-2022
\$1,500	Makawao Paniolo Parade	Executive Director Tri-Isle RC&D Council, Inc. 77 Hookele Street, Suite 202 Kahului, Hawai'i 96732	Mr. Stuart Funke- d'Egnuff	808-871-5500 x120