



Water has no substitute.....Conserve it

NOTICE OF REQUEST FOR EXEMPTION FROM CH. 103D, HAWAII REVISED STATUTES

TO: Chief Procurement Officer ("CPO")

FROM: Administration Christine Erorita, Departmental Contracts Officer

Pursuant to HRS § 103D-102(b)(4) and HAR, Ch. 3-120 et seq., the Division requests a procurement exemption for the following:

1. Describe the goods or services:
Skillpath's experts will teach the DOW's supervisors and other staff on various program topics. Its intensive training focuses on the unique challenges that the DOW faces every day, offers solutions to help develop and achieve each leaders and become great communicators to be confident and comfortable when communicating with diplomacy, tact and professionalism.
2. Vendor/Contractor/Service Provider:
Skillpath / Patrick Alspaugh, palspaugh@skillpath.com, (913) 677-6268
3. Amount of Request:
\$5,000.00
4. Term of Contract:
From: July 1, 2022 to: June 30, 2023
5. Prior procurement exemption, if applicable:
[Click here to enter text.](#) Not Applicable
6. Explain in detail why it is not practicable or not advantageous for the Department to procure by competitive means:
Skillpath is specialized in teaching and educating its audience (the DOW) with their expertise in the various subject matters. The CPO determines that their services qualify as an exemption in Exhibit A, HAR Chapter 3-120, Exemption No. 3 and 15.
7. Explain in detail the process that will be or was utilized in selecting the Vendor/Contractor/Service Provider:
Skillpath is specialized in teaching and educating its audience (the DOW) with their expertise in various subject matters. The CPO determines that their services qualify as an exemption in Exhibit A, HAR Chapter 3-120, Exemption No. 3 and 15.
8. Identify the Procurement Officer (responsible employee conducting and managing this procurement) or the point of contact (employee to contact for further information). *Appropriate delegation of procurement authority and completion of mandatory training is required.*

If checked the Procurement Officer is also the Point of Contact.

Procurement Officer

Name: Michael K. Hinazumi, P.E.

Title: Acting Deputy Manager-Engineer



Division: Administration
Phone: (808) 245-5416
Email: mhinazumi@kauaiwater.org

Point of Contact

Name: Christine Erorita
Title: Departmental Contracts Officer
Division: Administration
Phone: (808) 245-5409
Email: cerorita@kauaiwater.org

All requirements and approvals, and internal controls for this procurement have been complied with and the responsibility for ensuring compliance is met as required by HRS § 103D. I certify that the information provided herein is, to the best of my knowledge, true and correct.

/s/ Michael K. Hinazumi, P.E.

Division Head or Lead Electronic Signature

Inquiries about this request shall be directed to the contact named above. Written objections to this notice to issue an exempt procurement contract shall be submitted, within seven (7) calendar days, or as otherwise allowed from the date the notice is posted, to the Point of Contact

Date Notice Posted: Thursday, January 19, 2023

Inquiries about this request shall be directed to the contact named above. Written objection to this notice to issue an exempt procurement contract shall be submitted, within seven (7) calendar days, or as otherwise allowed from the date of the notice is posted, to the Point of Contact

CPO comments:

This approval for exemption is for the solicitation process only. All other requirements of HRS § 103D shall apply unless otherwise waived or exempted.

If there are any questions please contact the Point of Contact

APPROVED

DENIED

/s/

_____ *Chief Procurement Officer*

_____ *Date*