



Water has no substitute.....Conserve it

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

TO: Chief Procurement Officer (“CPO”)

FROM: Administration Michael Hinazumi, Acting Deputy Manager-Engineer

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:
Leadership Kauai’s experts will teach and coach DOW’s leaders and other staff members enhancements to their leadership style and team motivation abilities. Its intensive training focuses on the unique challenges that the DOW faces every day, offers solutions to help develop and achieve each leaders to become better communicators, gain confidence and comfort when communicating with diplomacy, tact and professionalism, team build and the ability to commit.
2. Vendor/Contractor/Service Provider:
Leadership Kauai / Char Ravelo, exdir@leadershipkauai.org (808) 246-8727
3. Amount of Request:
\$14,500.00
4. Term of Contract:
From: January 1, 2025 to: December 31, 2025
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:
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:
Leadership Kauai is specialized in teaching and educating its audience (the DOW) with their expertise in various leadership development areas. 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

