TO: Chief Procurement Officer
FROM: Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods and/or services:
   Personal, non-exclusive, non-transferable, perpetual license to access the online electronic archive of Punawaiola's materials.

2. Vendor/Contractor/Service Provider:
   University of Hawaii Ka Huli Ao Center for Excellence in Native Hawaiian Law

3. Amount of Request:
   $ 30,000.00

4. Term of Contract: From: 01/01/17 To: 12/31/00

5. Prior SPO-007, Procurement Exemption (PE): HAR 3-120-1

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:
   Ka Huli Ao owns the digital archive and for this one-time fee, OHA will be allowed to electronically display, download, and print materials retrieved from Punawaiola's database.
   There is no other access to Punawaiola's database than through Ka Huli Ao.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
   Ka Huli Ao is the sole owner of the Punawaiola database.
8. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required).
*Point of contact (Place asterisk after name of person to contact for additional information).

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<tr>
<th>Name</th>
<th>Division/Agency</th>
<th>Phone Number</th>
<th>e-mail address</th>
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<tbody>
<tr>
<td>Phyllis Ono-Evangelista</td>
<td>Procurement/OHA</td>
<td>(808) 594-1833</td>
<td><a href="mailto:phylliso@oha.org">phylliso@oha.org</a></td>
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All requirements/approvals and internal controls for this expenditure is the responsibility of the department. I certify that the information provided above is, to the best of my knowledge, true and correct.

[Signature]
Department Head Signature

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 

Inquiries about this request shall be directed to the contact named in No. 8. Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

gate.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

☐ Approved  ☐ Disapproved  ☐ No Action Required

Chief Procurement Officer Signature
Date