

**Department of Water, County of Kauai  
NOTICE OF REQUEST FOR EXEMPTION  
FROM HRS CHAPTER 103D**

TO: Chief Procurement Officer

FROM: Division of Water Resources

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

<p>1. Describe the goods, services or construction: Engaging the services of a lobbyist, legislative consultant, law firm with legislative lobbying expertise, or professional firm with the commensurate experience to provide analysis or strategic input on legislative matters which may have potential financial impacts on the County of Kaua'i, Department of Water, Board of Water Supply, and/or activities and programs.</p>
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<p>2. Vendor/Contractor/Service Provider: <span style="float: right;">To be selected</span></p>	<p>3. Amount of Request: \$ 30,000</p>
<p>4. Term of Contract From: 1-Jan-19 To: 30-Jun-19</p>	<p>5. Prior SPO-007, Procurement Exemption (PE): N/A</p>

<p>6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means: Procurement by competitive means is not practical or advantageous to the County of Kaua'i, Department of Water (DOW) for the following reasons: the first and most important reason for the exemption is that the selection process must take into consideration some important factors, namely the extent to which the contractor can successfully represent the DOW and Board of Water Supply (BWS) on a wide range of issues to protect and maintain laws that may be introduced at the State legislature, and that may be of interest and/or have an impact to the DOW, particularly with respect to funding for DOW projects. The vendor must have an understanding of State and County issues and be able to communicate well with Legislators, the DOW and BWS. The vendor must also be able to draft bills, amendments, testimonies, and represent and/or attend legislative hearings, and schedule meetings and discussions with key legislators and/or government/private officials. In order to best represent the DOW in fulfilling these responsibilities, these factors must be ranked higher than the statutory criteria of past performance on projects of similar scope (statutory rank 2) and the capacity to accomplish the work in the required time (statutory rank 3). If an exemption was not granted, these factors would be ranked fourth per HRS 103D.</p>
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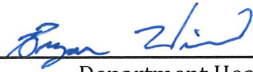
<p>7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider: A notice soliciting the services will be published to establish the selection criteria and solicit responses from eligible persons and entities. The selection process or procedures to be used to determine a list of eligible persons will be similar to the process used in professional services procurements.</p> <p>The criteria and ranking used to select the contractor will be:</p> <ol style="list-style-type: none"> <li>1. Ability to represent DOW and BWS at Legislature on issues relating to laws affecting DOW and funding for DOW projects</li> <li>2. (same as Statue) Past Performance on projects of similar scope</li> <li>3. (Same as Statue) Capacity to accomplish the work in required time</li> </ol>
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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).

Name	Division/Agency	Phone Number	e-mail address
Eddie Doi *	Water Resources & Planning / Dept. of Water	(808) 245-5417	edoi@kauaiwater.org
Michael Hinazumi	Water Resources & Planning / Dept. of Water	(808) 245-5416	mhinazumi@kauaiwater.org
Eric Fujikawa	Engineering / Dept. of Water	(808) 245-5412	efujikawa@kauaiwater.org

*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.*



Department Head Signature

10/26/18  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 10/26/18

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:

cerorita@kauaiwater.org

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

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Chief Procurement Officer Signature

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Date