

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

TO: Chief Procurement Officer

FROM: Office of the Mayor  
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:  
Purchase locally grown produce for distribution at food drives and delivered to distribution centers for those in need throughout Maui County.

2. Vendor/Contractor/Service Provider:	Hawaii Farmers Union United	3. Amount of Request:
4. Term of Contract From:	8/1/2021 To: 9/30/2021	\$ 50,000.00
5. Prior SPO-007, Procurement Exemption (PE):		

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:  
Due to the limited number of non-profit organizations consisting of local farmers, the organizations were contacted directly for participation in the program.

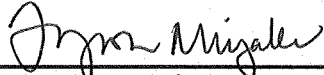
7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:  
Vendor was contacted since they are a non-profit organization that consists of local farmers. Produce is purchased from the farmers and delivered to distribution centers or distributed at food drives for those in need throughout Maui County. In the process of drafting a grant agreement based on the guidelines for ARPA funding - anticipating an execution date of September 1, 2021.

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
Stacy Takahashi	Office of the Mayor	270-1752	stacy.n.takahashi@mauicounty.gov

**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

8/10/2021

Date

**For Chief Procurement Officer Use Only**

Date Notice Posted:

8/11/21

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:


Jared.Masuda@co.mau.hi.us

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

  
Chief Procurement Officer Signature

8/19/21

Date