



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

TO: Chief Procurement Officer

FROM: Office of Hawaiian Affairs, Board of Trustees & Advocacy Department
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:
The Office of Hawaiian Affairs (OHA) seeks to procure the services of a Washington, DC-based federal government relations and advocacy firm to support engagement with Congress and federal agencies on policy matters affecting military-leased lands in Hawai'i, including provisions of the FY2027 National Defense Authorization Act (NDAA). The selected firm will provide strategic legislative advocacy, policy analysis, and government relations support to help OHA navigate federal defense policy processes, advance recognition of Native Hawaiian cultural, environmental, and Public Land Trust interests, promote adherence to Department of Defense consultation obligations with Native Hawaiian organizations, and facilitate relationships between OHA leadership and key federal policymakers.

2. Vendor/Contractor/Service Provider:	To be determined - seeking multiple bids.	3. Amount of Request:	\$ 100,000.00 USD
4. Term of Contract	From: 1-Apr-26 To: 1-Nov-26	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:
Procurement by competitive means is not practicable or advantageous in this instance due to the specialized and time-sensitive nature of the services required and the limited pool of qualified vendors. The Office of Hawaiian Affairs seeks a Washington, DC-based federal government relations and advocacy firm with demonstrated expertise in congressional defense policy, established relationships with relevant congressional committees and executive branch officials, and the capacity to engage effectively in the FY2027 National Defense Authorization Act (NDAA) process. OHA's existing Hawaii-based professional services lists do not include firms with the necessary Washington, DC presence or federal legislative advocacy specialization. While a formal Request for Proposals process could theoretically be used, the required public posting and evaluation timeline would significantly delay OHA's ability to engage in ongoing federal policy discussions and legislative development related to military land use in Hawai'i and the upcoming NDAA cycle. Accordingly, an exemption from competitive procurement is the most practical and advantageous method to allow OHA to secure the necessary expertise and begin engagement within the relevant federal policy timeline.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:
OHA intends to request an exemption from standard competitive procurement procedures and instead publicly post the scoped work for a seven (7) day notice period to allow interested and qualified firms an opportunity to submit proposals or raise concerns. This approach maintains transparency and allows for reasonable competition while enabling OHA to proceed expeditiously with securing the specialized services required.

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
Kaiali'i Kahele	OHA Board of Trustees	808-807-2710	kaik@oha.org
Leinā'ala Ley	OHA Advocacy	808-582-0487	leinaalal@oha.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.



Monday, March 16, 2026

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:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

Approved

Disapproved

No Action Required

Chief Procurement Officer Signature

Date