

**NOTICE OF REQUEST FOR EXEMPTION FROM HRS 103D**  
COUNTY OF KAUAI

**T**he Director of Finance has received a Request For Exemption from Chapter 103D, HRS, in accordance with Hawaii Administrative Rule 3-120-5. A preliminary review has been conducted and approved for posting of this Notice.

Accordingly, by posting of this Notice, constructive notice is provided to permit interested parties an opportunity to review a copy of the Request For Exemption from Chapter 103D, HRS, attached and posted herewith, and to submit written objections within seven (7) days from the date this Notice was posted. Objections shall be submitted to:

[COKPurchasing@kauai.gov](mailto:COKPurchasing@kauai.gov)

Questions may be directed to the Division of Purchasing at phone: (808) 241-4288, or Email: [COKPurchasing@kauai.gov](mailto:COKPurchasing@kauai.gov).

A summary of the Request For Exemption from Chapter 103D, HRS, follows:

**Proposed Vendor's Name and Address:**

LockTek Kauai, LLC  
PO Box 4028  
Lihue, HI 96766

**Proposed Procurement Item:**

Replacement of Primus locks with keys for Wastewater facilities for security purposes  
(See Attached)

BY: Cienna Barretto  
Division of Purchasing

Date Notice Posted: October 9, 2025

SPACE BELOW IS RESERVED FOR RESPONSE TO REQUESTING AGENCY
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TO: Public Works / Wastewater

☒ Exemption # \_\_\_\_\_ is assigned. This Notice was posted for seven (7) days. No objections were received. Please proceed with (1) processing of a requisition for a purchase order, or (2) contract preparation with the County Attorney's Office.

☐ Objection(s) were received. Please contact the Division of Purchasing.

\_\_\_\_\_  
Division of Purchasing

\_\_\_\_\_  
Date

DIVISION OF PURCHASING  
**REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS**

TO: DIVISION OF PURCHASING

FROM: Public Works / Wastewater  
(Dept or Agency) (Div)

10/06/2025  
Date

Pursuant to Chapter 3-120-5, HAR, the Department requests a procurement exemption to purchase the following:

I. DESCRIPTION OF PROPOSED PROCUREMENT:

Replacement of Primus locks with keys for Wastewater facilities.

II. NAME/ADDRESS OF VENDOR:

Locktek Kauai, LLC  
PO Box 4028  
Lihue, HI 96766

III. ESTIMATED COST: \$5129.40  
Anticipating a ☐ Contract or ☒ PO.

IV. ESTIMATED TERM OF CONTRACT OR DELIVERY TIME:

2-3 weeks

V. Explanation describing how procurement by competitive means is either not practical or not advantageous to the County:

Replacement padlocks are direct replacements for each facility within the Wastewater Division for security purposes.

VI. PROCUREMENT METHOD.

☒ Justification for vendor selection:

LockTek is the only Kauai-based contractor with direct procurement channels for Primus products which are currently used in our division.

☐ Details of the **procurement method** to be followed in selecting the vendor to ensure maximum fair and open competition:

VII. If a recommendation of award is to be made by an evaluation committee, to include contract negotiation, who will conduct and manage the process:

(1) Name, Title, and relevant experience or qualifications:

(2) Name, Title, and relevant experience or qualifications:

(3) Name, Title, and relevant experience or qualifications:

VIII. The vendor was/will be notified prior to soliciting or negotiating a price, that the applicable County General Terms and Conditions, or General Provisions for Construction Contracts, is applicable to this purchase: Yes ☒ No ☐.

Direct question to: Jon Nakashima

Ph: 241-6851

I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TO THE BEST OF MY KNOWLEDGE, TRUE AND CORRECT.



(Department/Agency Head Signature)

10.6.25

Date

SPACE BELOW RESERVED FOR FINANCE DIRECTOR OR DESIGNEE:

APPROVED ☒ DENIED ☐

If approved, the following ☒ conditions apply:

- ☒ The furnishing and delivery of the items and/or services specified herein shall comply with this Request for Exemption in its entirety and with the General Terms and Conditions for Goods and Services, dated July 2016, which by reference is incorporated herein as though it were physically an integral part of this notice.
- ☒ The names of the persons recommended in Sections VII shall not be disclosed until after award of a contract.
- ☒ Seven (7) day internet posting by **Purchasing Division** required.
- ☒ Prior CPO approval is required for any contract amendment(s) that would change the scope of work of the original contract. (amendments are also subject to 7 day Internet posting by

**Purchasing Division)**

- ☒ A copy of the approved request must accompany any solicitation and contract document submitted to the Purchasing Division for processing.
- ☒ Final approval of the negotiated contract by the Director of Finance is required.
- ☐ Tax clearance compliance is required as a pre-requisite to contract and for final payment (HRS 103-53)
- ☒ The contractor shall be informed of the requirements of **HRS 11-355 relating to the prohibition of campaign contributions by State and County Contractors during the term of the contract (Contact State Campaign Spending Commission: 808 586-0285; [www.hawaii.gov/campaign](http://www.hawaii.gov/campaign)).**

*Ernest Barreira*

Ernest Barreira (Oct 9, 2025 15:21:44 HST)

\_\_\_\_\_  
DIRECTOR OF FINANCE or Designee

\_\_\_\_\_  
Date

DIRECTOR OF FINANCE'S COMMENTS: