

# NOTICE OF AMENDMENT TO EXEMPTION FROM HRS 103D

COUNTY OF KAUAI

The Director of Finance has received a Request To Amend a Contract Exempt 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 To Amend a Contract Exempt From Chapter 103D, HRS, attached and posted herewith, and to submit written objections within seven (7) days from the date this Notice was posted:

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

Questions may be directed to the Division of Purchasing at phone: (808) 241-4288.

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

Contractor's Name: Interflex Payments, LLC      Contract 214078      Amendment: 1

Brief Reason for Request:  
Extend contract term and contract amount

BY: Hope Stem  
Division of Purchasing

Date Notice Posted: 4/10/24

SPACE BELOW IS RESERVED FOR RESPONSE TO REQUESTING AGENCY

TO: Human Resources /  
(Dept or Agency) (Div)

- Amended 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 amendment preparation, and reference the assigned Sole Source number in the respective document.
- Objection(s) were received. Please contact the Division of Purchasing.

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

\_\_\_\_\_  
Date

DIVISION OF PURCHASING  
REQUEST FOR AMENDMENT TO CONTRACT EXEMPT FROM HRS 103D

4/8/2024

Date

TO: **Division of Purchasing**

FROM: Human Resources /  
(Dept or Agency) (Div)

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**INSTRUCTIONS:** Amendments that would change the original scope of the contract may only be made with the prior approval of the Director of Finance; Cost and/or pricing data requirements for aggregate increases and decreases of \$100,000 are applicable pursuant to HAR 3-122-123 & 124.

Pursuant to Chapter 3-120, HAR, request is made to amend the following Exempt Contract:

- I. Contractor: Interflex Payments, LLC, dba Ameriflex.
- II. Contract No.: 214078; Amendment No.: 1
- III. Contract Title or Description: Flexible Spending Employee Benefits Program - Third Party Administrator

IV. Original Posted Exempt Reference No. and Date assigned 2021-EX-59, 2/8/2021

Approved Exempt Reference:  
2021-XPROF-6

V. Was insurance required in the original contract?  Yes  No

VI. Original Contract Amount: \$24,192.00

Current Contract Amount: \$24,192.00

Increase or  Decrease in current contract amount: \$16,128.00

Proposed Contract Amount with Amendment: \$40,320.00

VII. Fair and Reasonable Cost or Pricing

The contract amendment price submitted is fair and reasonable;

**Describe the cost or price analysis utilized determining that the contract amendment price is fair and reasonable:**

No change in costs.

VIII. Original Contract Term: 1096 calendar days

Current Expiration date: June 30, 2024

- No Increase to contract term  
 Increase to contract term: 730 calendar days

Proposed Contract Term with Amendment and Expiration Date: 1826, 06/30/2026

IX. Description of proposed amendment and justification:

Extending contract for 24 additional months as allowed under contract.

X. If contract negotiation or evaluation process is involved, person(s) recommended for negotiation or evaluation:

A. Name, Title, and relevant experience or qualifications:

B. Name, Title, and relevant experience or qualifications:

C. Name, Title, and relevant experience or qualifications:

Direct question to: Jill Niitani

Ph: 241-4929

The undersigned certifies that the information contained herein is true and correct to the best of my knowledge and is submitted as a result of reasonable and diligent research and investigation.



\_\_\_\_\_  
(Department/Division/Agency)

Apr 8, 2024

\_\_\_\_\_  
Date

SPACE BELOW RESERVED FOR FINANCE DIRECTOR OR DESIGNEE:

APPROVED  DENIED

If approved, the following  conditions apply:

- Seven (7) day Internet posting by **Division of Purchasing** required.
- Prior CPO approval is required for any further contract amendment(s).

Ernest Barreira  
Ernest Barreira (Apr 10, 2024 09:16 HST)

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

\_\_\_\_\_  
Date

DIRECTOR OF FINANCE'S COMMENTS: