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

- 1. TO: Chief Procurement Officer
- 2. FROM: DBEDT/AFED/Arts & Culture Development Branch

Department/Division/Agency

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

3. Description of goods, services or construction:

See Attachment A

4. Name of Vendor: The Friends of the Hawaii State Art Museum  
 Address: 250 South Hotel Street, Second Floor  
 Honolulu, Hawaii 96813

5. Price:  
\$50,000.00

6. Term of Contract: From: 4/1/06 To: 3/31/08

7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable nor advantageous to the State:

See Attachment B

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

As stated in the previous section, the Friends of the Hawaii State Art Museum (HiSAM) capabilities are best suited for the described services.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:

Hi SAM's performance of the goods and services to be provided will be monitored, evaluated, and approved by David Nada, Business Development Program Manager and Tracie Young, Economic Development Specialist, Arts and Culture Development Branch.

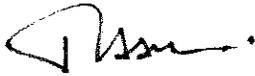
**REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)**

12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:		
Name	Position	Involvement in Process
David Nada	Business Development Program Mgr	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Tracie Young	Economic Development Specialist	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration

13. Direct inquiries to:	Department: DBEDT Contact Name: Tracie Young Phone Number: 587-2767 Fax Number: 587-3388
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Agency shall ensure adherence to applicable administrative and statutory requirements

14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*



**JAN 30 2006**

Department Head

Date

Reserved for SPO Use Only	
15. Date Notice Posted _____	
The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to:	
Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119	
Chief Procurement Officer's comments:  This approval is given based on DBEDT's belief that "Live from the Lawn" program is appropriate under section 9-23, HRS. This approval is for the solicitation process only, section 103D-310, HRS, shall apply.	

16.  APPROVED  DISAPPROVED


 \_\_\_\_\_  
 Chief Procurement Officer                      Date      2/14/06

## Attachment A

We request to enter into a two-year contract with the Friends of the Hawaii State Art Museum, Inc. (Friends of HiSAM) for services related to the planning, implementation, and administration of the "Live from the Lawn" series of free arts-oriented entertainment performances for FIRST FRIDAYS that will take place on the front lawn of the Hawaii State Art Museum. FIRST FRIDAY is Honolulu's highly successful gallery walk where downtown galleries and studios, including the Hawaii State Art Museum, open their doors for extended hours on the first Friday of every month, providing an opportunity for locals and tourists to experience the rich artistic and cultural resources of Honolulu. DBEDT will be co-sponsoring the series and providing funding to the Friends of HiSAM to produce the series, as part of its ongoing strategic initiative to promote and attract national and international attention for Hawaii's creative and cultural assets.

The "Live from the Lawn" series was developed as a collaborative effort between DBEDT and the State Foundation for Culture and the Arts/DAGS, two departments with complementary goals and objectives. Through this collaboration, the departments conceptualized the project and will provide the required seed money for the event, which will then be leveraged and maximized by generating additional financial and in-kind support from the private sector.

The scope of work by the Friends of HiSAM would include, but not be limited to:

- Producing a program of 24 entertainment performances (one performance each month over the duration of this contract) representing a broad cross section of the performing arts including music, dance, and mixed media/visual arts;
- Identifying, securing, and contracting with the entertainment/performers;
- Coordinating the logistics for the events, which includes contracting with vendors to set up a stage, lighting and sound system;
- Coordinating the advertising and promotion of the events and crediting the STATE as a sponsor on collateral materials;
- Securing additional financial and in-kind support from the private sector; and
- Securing agreements with appropriate companies to film, televise and "stream" on the internet, select performances of the series when feasible.

## **Attachment B**

Founded in 2004, the Friends of HiSAM is a not-for-profit corporation designed and organized to further the artistic, cultural and educational programs and purposes of the Hawaii State Art Museum, a state-owned and established museum as set forth by State of Hawaii Statutes. The Museum is a component of the Art in Public Places Program of the Hawaii State Foundation on Culture and the Arts and is dedicated to presenting the largest and finest collection of work by Hawaii artists. The museum honors and inspires artistic excellence and promotes education and cultural enrichment.

This request for exemption is being submitted because the Friends of HiSAM was specifically created to be the conduit and administrator of public programs, like "Live from the Lawn" which support the museum's institutional goals and objectives. The Friends of HiSAM will be responsible for producing the events on behalf of the State Foundation for Culture and the Arts and providing the required auxiliary support for this project which includes coordinating with the various contractors, as well as fundraising and aggregating additional funds that will be contributed by the private sector to produce the events.