



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

1. TO: Chief Procurement Officer
2. FROM: DBEDT/CID/Arts and 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:

We request to enter into a Letter of Agreement with the Maui Writers Foundation, a 501C3 nonprofit organization for the purposes of advancing their screenwriting program during the annual Maui Writers Retreat and Conference 2008. Now in its 16th year, the conference and retreat bring together literary and entertainment leaders to nurture the development of writers from around the world.

The fee will provide support for the 2008 Screenwriting program to support a free community film screening and lecture by Academy Award Winning Screenwriter Bobby Moresco at Sunset on the Beach on Saturday, August 30, 2008.

4. Name of Vendor: Maui Writers Foundation
Address: P.O. Box 1118
Kihei, HI 96753

5. Price:
\$3,000.00

6. Term of Contract: From: 8/25/08 To: 9/25/08

7. Prior Exemption Ref. No.

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:

This request for exemption is being submitted because the Maui Writers Foundation was specifically created to be the conduit and administrator of the Maui Writers Conference. The Maui Writers Foundation will be responsible for working with the City and County of Honolulu to present a community event highlighting screenwriting program via Sunset on the Beach.

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, Maui Writers Foundation is the only venue that is best suited for the described services.

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

MWF's performance of goods and services to be provided will be monitored, evaluated and approved by David Nada and Tracie Young.

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

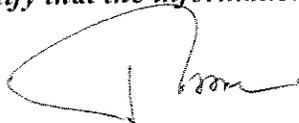
12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:

Name	Position	Involvement in Process	
Georja Skinner	Chief Officer for CID	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
David Nada	Business Dev. Program Manager	<input checked="" 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: David Nada
 Phone Number: 587-2754
 Fax Number: 587-3388

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.



AUG 27 2008

Department Head

Date

Reserved for SPO Use Only

15. Date Notice Posted 9/5/08

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:

16. APPROVED DISAPPROVED NO ACTION REQUIRED

 9/15/08
 Chief Procurement Officer Date