



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

1. TO: Chief Procurement Officer
2. FROM: DBEDT/Creative Industries Division/Film Industry 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:

Services related to the coordinatrion and implementation of the 27th Annual Hawaii International Film Festival to be held from October 9-19, 2008.

4. Name of Vendor: Hawaii International Film Festival Address: 680 Iwilei Road, Suite 100 Honolulu, Hawaii 96817	5. Price: \$10,000.00
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6. Term of Contract: From: 9/1/08 ^{9/5/08} ct To: 12/31/08	7. Prior Exemption Ref. No.
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8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:
Procurement by competitive means is not practicable because there is no other state-wide film festival like the Hawaii International Film Festival (HIFF). HIFF is the state's flagship film festival which takes place simultaneously on Oahu, Maui, Kauai, & Hawaii. Dedicated to advancing the understanding & cultural exchange among the peoples of Asia, the Pacific, & N. America through film, HIFF has been noted for its particular attention to films from Asia, Hawaii and the Pacific. The "Film In Hawaii" award (which is specific to HIFF & the festival in general) allows us to strengthen our association with and commitment to the immediate Hawaii film community. Because HIFF is also internationally recognized as a premier venue for films from the Pacific Rim, the Film Office is able to market to a wide swath of Asian and Pacific filmmakers. No other film festival can offer the same level of association with Hawaii, and no other film festival can offer the "Film in Hawaii" award.

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

N/A

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

Internal Controls: This procurement will be administered through a Letter-of-Agreement with the Contractor. As with any state contract process, we will ensure that the contractor upholds their commitment to specific scope of services and deliverables. And the final report will underscore uniqueness of this festival and its benefit to the state in promoting Hawaii's film industry.

Approval Requirments: We have obtained approval from our Division Head for this project. Further, Division Heads have been delegated the authority to approve Letters-of-Agreements. In addition, SPO Form 10 has been approved by the Division Head (authority delegated by Director to Division Heads).

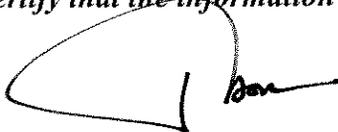
REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

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	Administrator, CID	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Donne Dawson	Manager, Film Industry Branch	<input checked="" type="checkbox"/> Approval <input type="checkbox"/> Administration
Sandra Ichihara	Film Industry Development Spclt.	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Charlene Kwak	Secretary, Film Industry Branch	<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

13. Direct inquiries to:	Department: Business, Economic Development Contact Name: Donne Dawson Phone Number: 586-2570 Fax Number: 586-2572
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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.*



SEP 04 2008

Department Head

Date

Reserved for SPO Use Only	
	15. Date Notice Posted <u>9/9/08</u>
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: <p align="center"> Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119 </p>	
Chief Procurement Officer's comments: <p align="center"> This approval is given to provide partial funding for the coordination and implementation of the 27th Annual Hawaii International Film Festival. Also, this approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply. </p>	

16. APPROVED DISAPPROVED NO ACTION REQUIRED



 Chief Procurement Officer Date 9/16/08