

**UNIVERSITY OF HAWAII
NOTICE OF EXEMPTION CHAPTER 103D, HRS**

The President, University of Hawaii, is in the process of reviewing the request from
University of Hawaii, Office of the Vice President for Research and Innovation (Department/Campus)
for exemption from Chapter 103D, HRS, for the following goods and services:

University Research Forum Services for FIVE (5) years

Vendor: EAB Global, Inc.
(If known)
Address:
2445 M Street NW
Washington, DC 20037

Term of Contract: (If known)	From: TBD	To: TBD	Cost: \$122,500.00
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Direct any inquiries to: Department: Office of the Vice President for Research and Innovation Contact Name/Title: Lexie Kajihara Address: 2425 Campus Road Sinclair 10 Honolulu, Hawaii 96822	Phone Number: (808) 956-7490 Fax Number: (808) 956-9150
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Date Posted: June 21, 2022

Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven (7) calendar days from the date posted to:

Office of Procurement Management
1400 Lower Campus Road, Room 15
Honolulu, Hawai'i 96822
email: OPM@hawaii.edu

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

TO: OFFICE OF PROCUREMENT MANAGEMENT

FROM: Office of the Vice President for Research and Innovation (OVPRI)
(Department/Program)

Pursuant to APM Section A8.220, the Department requests a procurement exemption to purchase the following:

Description of goods, services, or construction:
EAB Global, Inc. University Research Forum (URF) Program
Period: 5 Years (TBD)

Estimated Cost: \$ 122,500

(1) Explanation describing how procurement by standard competitive means is either not practicable or not advantageous to the University;

OVPRI was in the final year of a three-year extension to a three-year contract that started in 2016 (ended as of April 29, 2022) and has established a strong working relationship with EAB. As a research institution, the EAB resources obtained via this contract are essential for matters such as gaining insight on how other Universities develop policies and procedures related to research and on making investments to grow the research enterprise. The contract with EAB was previously an exempt procurement due to it being considered a membership. Due to years of continuous work with various University departments/campuses, EAB has extensive knowledge of the University's strategic planning, operational, and management needs. Thus, it would not be practicable or advantageous to the University to seek out other options considering the offer presented by EAB in section (2) below.

(2) Details of the process or procedures to be followed in selecting the vendor to ensure as fair and open competition as practicable;

The contract extension being offered by EAB is for an additional five years with over \$175,000 in savings. EAB is offering a flat rate of \$24,500 per year, representing a special 50% discount and waived travel and administrative fees. Due to the cost savings being offered by EAB, this is less than the annual price per year of the initial contract (C160112) and first extension (C190072). For the reasons stated here and in section (1) above, it would be most practicable, effective, and efficient to continue to utilize EAB's URF.

However, this cost savings proposal is only guaranteed if the agreement can be signed by the end of the month.

(3) A description of the Department's internal controls and approval requirements for the exempted procurement; and
 OVPRI will oversee the administration of the URF program contract as the first line of contact and communication between the University and EAB and will ensure that University policies and procedures are properly followed.

(4) A list of Department personnel, by position title, who will be involved in the approval process and administration of the contract:
 Vassilis L. Syrmos, Vice President for Research and Innovation
 Kevin Hanaoka, Interim Fiscal Administrator

Direct questions to: OVPRI Fiscal Phone: (808) 956-7490

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

Vassilis L. Syrmos
 Full Name of Principal Investigator, Department Head, or Administrator


 Signature

JUN 17 2022
 Date

Kevin Hanaoka
 Full Name of Fiscal Administrator


 Signature

JUN 17 2022
 Date

APPROVED:

Vassilis L. Syrmos
 Full Name of Vice President or Chancellor


 Signature

JUN 17 2022
 Date

FOR OPM USE ONLY

OPM COMMENTS:

APPROVED DENIED



Digitally signed by David Lassner
 Date: 2022.07.05 08:43:00 -10'00'

7/5/2022

PRESIDENT, UNIVERSITY OF HAWAII

DATE