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REQUEST FOR AMENDMENT TO EXEMPTION FROM CHAPTER 103D, HRS

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT
 FROM: University of Hawaii at Manoa / Office of Undergraduate Education
 (Department/Program)

Pursuant to APM Section A8.220, the Department requests an amendment to a contract or purchase order issued under a previously approved procurement exemption.

Purchase Order No./Contract No. 101229

Name of Contractor: The Advisory Board Company

Description of goods, services, or construction:
 License of the GRADESFIRST Student Support System that provides a cloud-based technology system to assist in the tracking of student academic supports services

Original Purchase Price: \$ 48,646.00 Amended Purchase Price: \$ 60,646.00

(1) The scope of work will be revised as follows:
 The addition of 1,200 students to the existing 700 students currently using the GradesFirst system for a total student usage of 1,900 students for the period July 1, 2017 to June 30, 2018.

(2) Explanation of the reasons that the amendment is necessary:

GradesFirst will be a critical element of the Exploratory Student Program initiative. The expansion to an additional 1,200 students for the period July 1, 2017 to June 30, 2018 will enable the advisors within the exploratory program to identify at risk students and provide course instruction. The system allows us to track and support our undeclared students who are also among our highest at-risk population. GradesFirst will allow us to focus on the academic major options best suited to their talents.

Direct questions to: Ronald E. Cambra Phone: 956-6231

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

Ronald E. Cambra
Full Name of Principal Investigator, Department Head, or Administrator

Ronald E. Cambra 5/30/17
Signature Date

Jan Costa
Full Name of Fiscal Officer

Jan Costa JUN 23 2017
Signature Date

APPROVED:

David Lassner
Full Name of Vice President or Chancellor
Boutz ASOF 6/27/17 DE/14 (di) - 8/8/17

David Lassner 8/8/17
Signature Date

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OPRPM COMMENTS:

APPROVED _____ DENIED

David Lassner 8/28/17
PRESIDENT, UNIVERSITY OF HAWAII DATE