

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

The President, University of Hawaii, is in the process of reviewing the request from Department of Theatre and Dance, University of Hawaii at Manoa (Department/Campus) for exemption from Chapter 103D, HRS, for the following goods, services, or construction:

Authentic Japanese Kyogen Costumes for the Department of Theatre and Dance, Asian Theatre Program for its Kyogen Production to be held in April 2017.

Vendor: Akira Shigeyama
(If known)
Address:

Term of Contract: (If known)	From: TBD	To: TBD	Cost: \$24,000.00 (estimated)
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Direct any inquiries to: Department: Department of Theatre and Dance, University of Hawaii at Manoa Contact Name/Title: Julie A. Iezzi, Professor Address: 1770 East West Road Kennedy Theatre Honolulu, Hawaii 96822	Phone Number: (808) 956-4337 Fax Number: (808) 932-4234
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Date Posted: August 8, 2016

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 and Real Property Management
1400 Lower Campus Road, Room 15
Honolulu, Hawai'i 96822

RECEIVED

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

16 JUL 28 P2:42

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: Dept. of Theatre and Dance, Asian Theatre Program
(Department/Program)

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

Description of goods, services, or construction:

The Department of Theatre and Dance's Asian Theatre program at the University of Hawaii is widely recognized as the finest university-based Asian theatre training and performance program in the world. Kyogen is a form of traditional Japanese comic theater. Authentic Kyogen costumes are needed for the April 2017 Kyogen production to teach students about the costumes and the art of costuming, and to be used in the performance.

Estimated Cost: \$ \$24,000.00

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

The Department of Theatre & Dance will be producing a Kyogen (traditional Japanese comic theatre) play in April of 2017. This production requires the use of authentic Kyogen costumes. There are two companies in Japan that produce these authentic Kyogen costumes. One is in Tokyo (Hirose Shoji, Inc.) and the other is in Kyoto (Sasaki Costume). These are the only two companies that make these costumes because of the nature of the fabric that is needed. The fabric is wider than the standard bolt of fabric made for kimonos, so the textiles need to be made in house. The width of the fabric is very important because the proper weight of fabric needs to be used in order for the costume to hang correctly. The standard methods of source selection are not practicable because both of the vendors are located in Japan and the Department of Theatre and Dance will need a representative in Japan to ensure that the correct fabric is utilized for these costumes.

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

The Department of Theatre and Dance has identified Mr. Akira Shigeyama to assist in the purchase of the Kyogen costumes. Mr. Shigeyama and his family have over two hundred years association with the Kyogen performers. His reputation in the Kyogen association gives the Department of Theatre and Dance better credibility with the two companies. In order to ensure that the Department of Theatre and Dance receives the best pricing, Mr. Shigeyama will visit the two companies and compare the fabrics and negotiate for the lowest price possible. In addition to Mr. Shigeyama's experience in purchasing this type of costume, along with the relationship that he has with various vendors, he will ensure the The Department of Theatre and Dance will get the best quality of fabric for the costumes and secure the best possible pricing.

(3) A description of the Department's internal controls and approval requirements for the exempted procurement; and

As a part of the budget for every production staged in each yearly Kennedy Theatre season, costs related to the costumes for this training program and production have been discussed and approved at regularly scheduled, formal production meetings. Following those approvals, the Department will coordinate the entire procurement process with the College of Arts & Humanities Fiscal Office and the Fiscal Office will execute the purchase order and other required documents.

(4) A list of Department personnel, by position title, who will be involved in the approval process and administration of the contract:

Julie A. Iezzi Professor and Director of the Kyogen Project and Production.
Paul Mitri Chairperson, Department of Theatre and Dance
Judy Simpson, Fiscal Administrator, College of Arts and Humanities
Dawn Wakamura, Administrative Officer, College of Arts and Humanities

Direct questions to: Julie Iezzi Phone: 808-956-4337

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

Gregg Lizenbery
Full Name of Principal Investigator, Department Head, or Administrator

Gregg Lizenbery 7/18/16
Signature Date

Judy Simpson
Full Name of Fiscal Officer

Judy Simpson 7/20/16
Signature Date

APPROVED:

Robert Bley-Vroman
Full Name of Vice President or Chancellor
8/23/16 Asst 7/28/16

Robert Bley-Vroman 7/29/16
Signature Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

APPROVED DENIED
Dawn Wakamura

8/23/16

PRESIDENT, UNIVERSITY OF HAWAII

DATE