

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

The President, University of Hawaii, is in the process of reviewing the request from  
University of Hawaii Cancer Center (Department/Campus) for exemption  
from Chapter 103D, HRS, for the following goods, services, or construction:  
Moving services for the University of Hawaii Cancer Center Director appointee to ship household items and two  
automobiles from New York, New York to Honolulu, Hawaii.

**Vendor:** To be determined  
(If known)  
**Address:**

<b>Term of Contract:</b> (If known)	From: To be determined	To: To be determined	Cost: \$20,000.00 (est.)
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<b>Direct any inquiries to:</b> Department: University of Hawaii Cancer Center  Contact Name/Title: Namrata Gurung Interim Human Resources Director  Address: 701 Ilalo Street, 6th Floor Honolulu, Hawaii 96813	Phone Number: (808) 440-4563  Fax Number: (808) 586-0116
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Date Posted: August 31, 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 AUG 25 P4:15

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: UNIVERSITY OF HAWAII CANCER CENTER

(Department/Program)

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

Description of goods, services, or construction:  
Procurement of moving services for Dr. Randall Holcombe, University of Hawaii Cancer Center (UHCC) Director to ship household items and two automobiles from New York, New York to Honolulu, Hawaii.

Estimated Cost: \$ 20,000.00

(1) Explanation describing how procurement by standard competitive means is either not practicable or not advantageous to the University;  
Procurement by standard competitive means is not practicable or advantageous since prospective vendors would need to conduct an in-home survey of the items to be relocated in order to provide an accurate quote. Since there are many factors that affect price (volume, weight, time, accessibility, special handling, etc.), it is essential that prospective vendors conduct an on-site inspection to collect critical information necessary for an accurate estimate. As such, it would be most feasible to solicit quotes from prospective vendors in the New York area.

(2) Details of the process or procedures to be followed in selecting the vendor to ensure as fair and open competition as practicable;  
The program will obtain three (3) written quotes from reputable potential vendors in the New York area. The lowest offeror that is able to meet the requirements of the move will be selected.

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

The procurement procedures being used for the appointee's moving services allow for adequate and reasonable competition as the award for moving services would be made to the vendor that provides the lowest quote. The process and method of procurement will be initiated by the UHCC Associate Director's Office and reviewed and approved by the UHCC Fiscal Office.

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

Joe Ramos, Interim Associate Director, UHCC  
Namrata Gurung, Interim Human Resources Director, UHCC  
Corinne Seymour, Interim Fiscal Director, UHCC

Direct questions to: Namrata Gurung Phone: 440-4563

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

Joe Ramos  
Full Name of Principal Investigator, Department Head, or Administrator

  
Signature Date

Corinne Seymour  
Full Name of Fiscal Officer

 08/10/16  
Signature Date

APPROVED:

Robert Bley-Vroman  
Full Name of Vice President or Chancellor  
8/08/25/16 ASST 8/25/16

 8/29/16  
Signature Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

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APPROVED  DENIED  
  
PRESIDENT, UNIVERSITY OF HAWAII

9/13/16  
DATE