

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 at Manoa, Athletics Department (Department/Campus) for exemption from Chapter 103D, HRS, for the following goods, services, or construction:
Various officials for the 2015 football season for home games.

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

Term of Contract: (If known)	From:	To:	Cost: \$145,000.00 (est.)
--	-------	-----	------------------------------

Direct any inquiries to: Department: University of Hawaii at Manoa, Intercollegiate Athletics Contact Name/Title: Jennifer Yoza, Administrative Officer Address: University of Hawaii at Manoa, Intercollegiate Athletics 1337 Lower Campus Road, PE/A 111A Honolulu, Hawaii 96822	Phone Number: (808) 956-0806 Fax Number: (808) 956-4637
---	--

Date Posted: September 29, 2015

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

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: University of Hawaii at Manoa, Athletics Department
(Department/Program)

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

Description of goods, services, or construction:
Various officials (e.g. referees, linesmen, etc.) for the 2015 football season for home games. The officials for the home games are assigned exclusively by the Mountain West Conference (MWC) for each home football game and the fees to be paid to each official are determined by the MWC. The MWC requires the University to make payment directly to the officials. Payments to each individual per game should not exceed \$5,000.

Estimated Cost: \$ 145,000

(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 because the MWC conference assigns the officials for the home football games for every team in the conference. The University of Hawaii at Manoa Athletics Department is not allowed to solicit for officials for its home football games.

(2) Details of the process or procedures to be followed in selecting the vendor to ensure as fair and open competition as practicable;
Because the Mountain West Conference assigns the officials for the home football games, it is not possible for the University of Hawaii at Manoa Athletics Department to solicit for these services.

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

The University of Hawaii at Manoa Athletics Business Office and the Associate Athletic Director will review the assignments made by the MWC and a requisition will be created by the Manoa Athletics Business Office. The Associate Athletics Director and the Fiscal Administrator will approve the requisition and resulting payment.

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

Associate Athletics Director
Fiscal Administrator

Direct questions to: Jennifer Yoza Phone: 956-0806

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

Jennifer Yoza
Full Name of Principal Investigator, Department Head, or Administrator

[Signature] 9/28/15
Signature Date

Tiffany Kuraoka
Full Name of Fiscal Officer

[Signature] 9/29/15
Signature Date

APPROVED:

Robert Bley-Vroman, Chancellor, University of Hawaii at Manoa
Full Name of Vice President or Chancellor
RSB 9/28/15

[Signature] SEP 29 2015
Signature Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

APPROVED DENIED

[Signature]
PRESIDENT, UNIVERSITY OF HAWAII

OCT 07 2015
DATE