

**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:

Exclusive uniform/apparel sponsorship agreement to outfit designated athletic teams for a period of five to ten years.

Vendor: To be determined
(If known)
Address:

Term of Contract: (If known)	From:	To:	Cost: \$200,000 - \$400,000 (Annually)
--	--------------	------------	--

Direct any inquiries to:
Department: University of Hawaii at Manoa, Athletics Department

Contact Name/Title: Carl Clapp, Associate Athletics Director

Address:
1337 Lower Campus Road, PE/A
Honolulu, Hawaii 96822

Phone Number:
(808) 956-6523

Fax Number:
(808) 956-4637

Date Posted: October 13, 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

SEP 10 P2:59

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: Manoa Athletics Department - Director's Office
(Department/Program)

MANOA ATHLETICS
OFFICE

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

Description of goods, services, or construction:

The UHM Athletics Department wishes to enter into an exclusive uniform/apparel sponsorship agreement with a vendor to outfit its designated Athletic teams. The agreement may include product allowances, rights fees and marketing commissions to be received by the University. In addition, the agreement may require that any uniform/apparel items needed for use by the designated teams that are not included in the allowance would need to be purchased from the sponsoring vendor. Such items could include uniforms, shirts, shorts, shoes, etc. The term of the agreement will be for a period from five to ten years.

Estimated Cost: \$ 200,000-400,000 annually

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

It is impractical to utilize standard procurement procedures for the purpose of soliciting proposals from sports uniform/apparel/equipment manufacturers for sponsorship and outfitting programs for college athletic teams. Manufacturers do not adhere to a common set of requirements and criteria typical of advertised procurement solicitation for purposes of formulating their proposals for each particular college athletic program. It is more advantageous in the sports marketing area to solicit such proposals by approaching manufacturers on an informal, one on one basis.

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

There are several sports apparel companies that would be able to outfit UHM athletic teams. Under Armour, Adidas, Nike, and Russell are some of the vendors that would be explored. The proposals from the different companies will be varied in the amount of product allowance, rights fees, and marketing commissions that will be provided. The proposals will be reviewed by the UHM Athletics Director, David Matlin, and a committee comprised of senior executives and possibly some coaches to determine the proposal that provides the university the best package of product allowance, rights fees and marketing commissions. The proposal selected will be subject to review and approval by the UHM Chancellor.

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

Carl Clapp, Associate Athletics Director, and Tiffany Kuraoka, Fiscal Authority, will review every purchase requisition for uniform/apparel items to be supplied by the sponsoring vendor but not included in the product allowance provided under the sponsorship agreement.

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

David Matlin - Athletics Director
Carl Clapp - Associate Athletics Director
Tiffany Kuraoka - Fiscal Authority

Direct questions to: Carl Clapp Phone: 956-4469

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

David Matlin
Full Name of Principal Investigator, Department Head, or Administrator

David A. K. Matlin 10/05/16
Signature Date

Tiffany Kuraoka
Full Name of Fiscal Officer

Tiffany K 10/5/16
Signature Date

APPROVED:

DAVID LASNGR
Full Name of Vice President or Chancellor
8/10/16 ASG 10/7/16

W.D. Culshaw OCT 11 2016
Signature Date
for

FOR OPRPM USE ONLY

OPRPM COMMENTS:

APPROVED DENIED

David Cam
PRESIDENT, UNIVERSITY OF HAWAII

10/24/16
DATE