

**UNIVERSITY OF HAWAI'I  
NOTICE OF EXEMPTION FROM CHAPTER 103D, HRS**

The President, University of Hawai'i, is in the process of reviewing the request from (Department/Campus)  
UH Hilo Athletic Department for  
exemption from Chapter 103D, HRS, for the following goods, services, or construction:

Umpires for the 2009-2010 home season, Vulcan baseball program.

**Vendor:** Umpire Association  
(If known)  
**Address:**

|  |             |           |                  |
|--|-------------|-----------|------------------|
| <b>Term of Contract:</b><br>(If known) | From: ----- | To: ----- | Cost: \$8,000.00 |
|--|-------------|-----------|------------------|

|   |  |
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| <b>Direct any inquiries to:</b><br>Department: UH Hilo Athletics Department<br>Contact Name/Title: James Demello, Associate Athletics Director<br>Address: 200 West Kawili Street, Hilo, HI 96720 | Phone Number:<br>808-974-7543<br><br>Fax Number:<br>808-974-7711 |
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Date Posted: August 4, 2009

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

00-005

**REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS**

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: UH-Hilo Athletic 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:

The Vulcan Baseball program would like to hire umpires for their 2009-10 home season on the Big Island.

Estimated Cost: \$ 8,000.00

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

Each island has an umpire group that does umpiring in Hawaii. Maui and Kauai umpires do not officiate collegiate baseball games. So the umpires would have to come from the Big Island, Oahu, or the Mainland. If we bring in umpires from outside the Big Island then the cost would increase significantly. Oahu umpires in the past received Airfare, Car, Hotel, Game Fees, and Meal Allowance for umpiring Vulcan Baseball Games. Big Island umpires receive Game Fees and Incidental Expenses.

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

We normally go to the Umpire Association on the Big Island of which there is only one and openly invite all umpires to sign up with us. Then we go thru the list and determine which ones are qualified to do collegiate baseball games. We also try to determine who is qualified to do behind the plate or bases only. Then once the baseball schedule is finalized we will schedule them for games. At every game we have evaluators that evaluate each umpire in mechanics and rules and consistency on the strike zone.

(Attach Additional Sheets if Necessary)

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

We have designated staff members to act as reviewers to evaluate each official and then make a recommendation to the Athletic Director as to whether we should continue with this officiating group next season.

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

Joey Estrella, Head Baseball Coach  
James Demello, Associate Athletic Director and Coordinator of Officials  
Dr. Luoluo Hong, Vice Chancellor of Student Affairs and Acting Athletic Director

Direct questions to: James Demello

Phone: 974-7543

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

*ph*  
*JD*

*Luoluo Hong* Luoluo Hong  
Dr. Luoluo Hong University of Hawai'i at Hilo  
Vice Chancellor for Student Affairs

Full Name of Principal Investigator, Department Head, or Administrator

Signature

Date

Dr. Bill Chen

Full Name of Fiscal Officer **Bill Chen**

Signature

Date

APPROVED: *Rose Tseng* Rose Tseng, Ph.D.  
Chancellor, University of Hawai'i at Hilo

*Rose Tseng*  
Signature

JUL 16 2009

Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

Recommend Approval.

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APPROVED  DENIED

*Mal Greenwood*  
PRESIDENT, UNIVERSITY OF HAWAII

8-19-09

DATE