

UNIVERSITY OF HAWAII NOTICE OF EXEMPTION FROM STANDARD METHODS OF SOURCE SELECTION

The Vice President for Budget and Finance/Chief Financial Officer, University of Hawaii, is in the process of reviewing the request from
Honolulu Community College _____ (Department/Campus) _____ for exemption
from Standard Methods of Source Selection for the following goods, services, or construction:

AVGAS fuel for the Commercial Aviation Program (AVIT) at the Honolulu Community College.

Vendor: Chevron
(If known)
Address:

Term of Contract: (If known)	From: -----	To: -----	Cost: \$200,000 (est.)
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Direct any inquiries to:
Department: Honolulu Community College/Commercial Aviation Program
Contact Name/Title: Derek Inafuku, Administrative Officer
Address: 874 Dillingham Blvd., Honolulu, HI 96817

Phone Number: 845-9103 Fax Number: 844-2341
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Date Posted: December 9, 2010

Submit written objections to this notice to issue an exemption from Standard Methods of Source Selection, within seven (7) calendar days from the date posted to:

Office of Procurement and Real Property Management
1400 Lower Campus Road, Room 15
Honolulu, Hawaii 96822

REQUEST FOR EXEMPTION FROM STANDARD METHODS OF SOURCE SELECTION

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: Derek Inafuku, Fiscal Officer, Honolulu Community College
(Department/Program)

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

Description of goods, services, or construction:

AVGAS is the only fuel that can be used for the Commerical Aviation Program (AVIT) at Honolulu Community College (HCC), held at Kalaeloa Airport for their single engine planes.

Estimated Cost: \$ 200,000.00

(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 practical because on two previous attempts to solicit bids, via superquote, both concluded with no bids received. Due to the fluctuating costs of oil, retail vendors are reluctant to quote prices beyond 30 days.

It is to HCC's advantage to be able to buy AVGAS from Chevron because it's approximately a \$1.00 less per gallon than retail prices and HCC is able to get delivery since it has it's own tank at Kalaeloa Airport.

Chevron Products Company is the sole wholesale refinery for AVGAS on Oahu, the price is substantially less than the retail-prices offered by other vendors, Air Service Hawaii and Douglas Aircraft, who purchase from Chevron.

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

There is no other wholesale refinery for AVGAS and the retail vendors chose not to compete in requests for quotations. Invoices will be monitored to ensure the pricing of the gas is the same or less than current retail prices.

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

HCC's Commercial Aviation Program Director would initiate purchase contract with Chevron. HCC Fiscal Officer would review contract and ensure that all proper procurement rules and procedures have been followed. Contract would then be submitted to the UH Office of Procurement for review and approval.

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

Erika Lacro, HCC Vice Chancellor of Academic Affairs
Ken Kato, HCC Vice Chancellor of Administrative Services
Evelyn Green, HCC Instructor
Derek Inafuku, HCC Fiscal Officer

Direct questions to: Derek Inafuku Phone: (808) 845-9103

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

Erika Lacro
Full Name of Principal Investigator, Department Head, or Administrator

[Signature] JUL 13 2011
Signature Date

Derek Inafuku
Full Name of Fiscal Officer

[Signature] _____
Signature Date

APPROVED:

Michael T. Rota
Full Name of Vice President or Chancellor

[Signature] JUL 15 2011
Signature Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

Recommend Approval.

APPROVED DENIED

Howard A. Aoki 1/4/11
VICE PRESIDENT FOR BUDGET & FINANCE/CHIEF FINANCIAL OFFICER, UNIVERSITY OF HAWAII DATE