

## 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 Information Technology Services (Department/Campus) for exemption from Standard Methods of Source Selection for the following goods, services, or construction:

1. American Power Conversion (APC) Uninterruptible Power Supply, Management card, and Battery Packs.
2. Aruba wireless controllers, Access points, and Power-over-ethernet injectors.
3. Avaya Voice-over IP Phones, Expansion modules and Power supplies.
4. Cisco ethernet switches, and Gigabit transceivers.
5. Hewlett Packard ethernet switches, and Gigabit transceivers.

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

<b>Term of Contract:</b> (If known)	From: -----	To: -----	Cost: \$7,570,000.00 (est.)
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<b>Direct any inquiries to:</b> Department: Information Technology Services  Contact Name/Title: Janice Kawachi, Manager  Address: 2565 McCarthy Mall, Room 208 Honolulu, HI 96822	Phone Number:  956-9595  Fax Number:  956-2412
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Date Posted: September 30, 2011

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: Information Technology Services  
(Department/Program)

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

**Description of goods, services, or construction:**

Purchases will be done using multiple Superquotes:  
American Power Conversion (APC) Uninterruptible Power Supply, management card and battery packs (\$370,000)  
Aruba wireless controllers, access points and power-over-ethernet injectors (\$3,500,000)  
Avaya Voice-over-IP Phones, expansion modules and power supplies (\$1,500,000)  
Cisco ethernet switches and gigabit transceivers (\$1,300,000)  
Hewlett Packard ethernet switches and gigabit transceivers (\$900,000)

Estimated Cost: \$ 7,570,000.00

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

The PBX telephone system at Bilger Addition, which currently supports two-thirds of the phone connections on the University of Hawaii, Manoa campus, will shortly reach end of life and will be supported on a best effort basis. To ensure that the phone system remains fully operational, we need to convert the phones connected to the Bilger PBX to a voice-over-IP system as soon as possible. Due to the urgency in implementing the required upgrades to the Manoa campus infrastructure to support this environment, standard means of procurement (IFB) cannot be completed in a time frame that will allow this critical service to be provided in a reliable manner. Instead, the SuperQuote process will be used to expedite competitive bidding of the commodity goods to be procured. Based on past experience, it is anticipated that bid prices submitted by vendors via Superquote will be similar to, or less than, those received through the formal IFB process.

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

The SuperQuote process, which is open and competitive for all vendors to bid on the commodity products, is being utilized. ITS will select the lowest bidder that is qualified to sell the products per SuperQuote requirements.

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

The products requested are commodity products. ITS has purchased these products in the past and is aware of the list price and expected discount that the University has historically received via other SuperQuote or IFB awards. Selections and justifications are reviewed by ITS Fiscal Administration and OPRPM.

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

Janice Kawachi, Technology Infrastructure Operations Manager  
Scott Yamashita, Administrative Services Manager  
Craig Shinsato, Fiscal Officer

Direct questions to: Janice Kawachi Phone: x69595

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

Janice Kawachi  
Full Name of Principal Investigator, Department Head, or Administrator

Janice Kawachi 9/14/11  
Signature Date

Craig Shinsato  
Full Name of Fiscal Officer

Craig Shinsato 09/14/11  
Signature Date

APPROVED:

David Lassner  
Full Name of Vice President or Chancellor

David Lassner SEP 15 2011  
Signature Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

Recommend Approval.

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APPROVED  DENIED

Howard L. Lee 10/13/11  
VICE PRESIDENT FOR BUDGET & FINANCE/CHIEF FINANCIAL OFFICER, UNIVERSITY OF HAWAII DATE