

**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:

Officials for the 2009 collegiate season, Vulcan men's and women's soccer programs.

**Vendor:** Hawaii Intercollegiate Soccer Officials  
(If known)  
**Address:**

<b>Term of Contract:</b> (If known)	From: -----	To: -----	Cost: \$6,000.00
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<b>Direct any inquiries to:</b> Department: UH Hilo Athletics Department Contact Name/Title: James Demello, Associate Athletics Director Address: 200 West Kawili Street, Hilo, HI 96720	Phone Number: 808-974-7543  Fax Number: 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

00-001

**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:

Vulcan men and women Soccer programs need to hire officials for their 2009 collegiate home season on the Big Island.

Estimated Cost: \$ 6,000.00

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

The Big Island already has an ample pool of NCAA Intercollegiate Division II certified soccer officials from which to hire. Standard procurement means would produce no advantage because, due to travel expenses, the qualified individuals that would be the most economical to hire would be those that live on the Big Island. So going thru a state-wide or nation-wide procurement process would be fruitless and time and effort would be lost. It would be far more reasonable to work with an established, on-going list of qualified referees from which to hire locally, which we currently have.

## (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 hire the Hawaii Intercollegiate Soccer Officials on the Big Island. This is the only soccer officiating group on the Big Island with collegiate credentials and experience.

(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:

- Cam Camarena, Head Men's and Women's Soccer Coach
- Jim Demello, Associate Athletic Director
- 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.

*Handwritten initials*

*Luoluo Hong*  
 Dr. Luoluo Hong **Luoluo Hong**  
 University of Hawaii at Hilo  
 Vice Chancellor for Student Affairs

Full Name of Principal Investigator, Department Head, or Administrator

Signature

Date

Dr. Bill Chen  
*Bill Chen*  
 Full Name of Fiscal Officer **Bill Chen**

Signature

Date

APPROVED: *Rose Tseng*  
 Rose Tseng, Ph.D.  
 Chancellor, University of Hawaii at Hilo

*Signature*

Full Name of Vice President or Chancellor

Signature

Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

Recommend Approval.

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APPROVED  DENIED

*M. J. Greenwood*  
 PRESIDENT, UNIVERSITY OF HAWAII

*8-19-09*

DATE