

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 Hilo Athletic Department _____ (Department/Campus) for exemption from Chapter 103D, HRS, for the following goods, services, or construction:
Green fees for the participants of the University of Hawaii at Hilo Dennis Rose Intercollegiate Golf Tournament to be held on October 28, 2018 through October 31, 2018. A maximum of twelve Division II teams from Hawaii and across the United States are expected to participate.

Vendor: To be determined.
(If known)
Address:

Term of Contract: (If known)	From: October 28, 2018	To: October 31, 2018	Cost: \$13,000.00 (est.)
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Direct any inquiries to: Department: University of Hawaii at Hilo Athletic Department Contact Name/Title: Kula Oda, Associate Athletic Director Address: 200 W. Kawili Street Hilo, Hawaii 96720-4091	Phone Number: (808) 932-7175 Fax Number: (808) 932-7169
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Date Posted: September 25, 2018

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

'18 SEP 14 11:24

'18 SEP 18 9:16

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: University of Hawaii 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:
Greens fees for the participants of the UH Hilo Dennis Rose Intercollegiate Golf Tournament held October 28-31, 2018. A maximum of 12 Division II teams from Hawaii and across the US are expected to participate. The tournament is expected to run for a total of 4 days. Day 1 is a practice round, day 2-4 are 18 holes of competition per day.

Estimated Cost: \$ 13,000

(1) Explanation describing how procurement by standard competitive means is either not practicable or not advantageous to the University;
Each participating team will pay for their own greens fee expenses, which will be included in the entry fee. Standard procurement means would not be practical because it could result in a golf course that does not fulfill the goal of hosting this tournament at a prestigious golf course. The standard procurement seeking the lowest price may result in a golf course not playable for NCAA Div II standards, with grounds not well maintained, for example. A prestigious golf course would make this tournament more attractive and challenging for the visiting NCAA Div II teams. Consideration for the greatest value should be an important factor.

(2) Details of the process or procedures to be followed in selecting the vendor to ensure as fair and open competition as practicable;
The UH Hilo Men's Head Golf Coach will contact golf courses in West Hawaii for price quotes based on the most reasonable, economical and that meets the criteria for a successful, prestigious tournament. The coach gets at least 3 price quotes from those that are willing to offer discounted rates, and to dedicate the necessary number of days and rounds of golf to hold this event.

(3) A description of the Department's internal controls and approval requirements for the exempted procurement; and
Both the Athletic Director and the Golf Coach will review the requisition and supporting documents which will then be forwarded to the Chancellor for approval. The documents will then be sent to the UH Hilo Business Office for final review.

(4) A list of Department personnel, by position title, who will be involved in the approval process and administration of the contract:
Patrick Guillen, Athletic Director; Earl Tamiya, Golf Coach; Kula Oda, Associate AD; Carrie Masanda, Fiscal Officer

Direct questions to: KULA ODA Phone: 808 932-7175

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

PATRICK GUILLEN
Full Name of Principal Investigator, Department Head, or Administrator

[Signature]
Signature Date

CARRIE MASANDA
Full Name of Fiscal Officer

[Signature] 09/14/18
Signature Date

APPROVED:

MARCIA SAKAI
Full Name of Vice President or Chancellor

[Signature] 9/14/18
Signature Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

APPROVED DENIED

[Signature]
PRESIDENT, UNIVERSITY OF HAWAII

Oct. 25 2018
DATE