

**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 home season, Vulcan volleyball program.

Vendor: Moku O Keawe Region
(If known)
Address:

Term of Contract: (If known)	From: -----	To: -----	Cost: \$5,000.00
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Direct any inquiries to: 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

00-002

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 Volleyball program needs to hire officials for their 2009 collegiate home season on the Big Island.

Estimated Cost: \$ 5,000.00

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

Each island has an officials group that does officiating in Hawaii. If not from the Big Island, the officials would have to come from another island or the mainland. Standard procurement procedures would not be practicable because off-island or mainland officials would definitely be more expensive. Outside officials in the past were brought in and received airfare, car, hotel, game fees, and meal allowance for officiating Vulcan volleyball games. Big Island officials receive only game fees. Standard competitive means would not result in any advantage to the University.

(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 Moku O Keawe Region on the Big Island. This is the only volleyball 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:

Bruce Atkinson, Head Volleyball 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.

John JD

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

Signature _____ Date _____

Full Name of Principal Investigator, Department Head, or Administrator

Dr. Bill Chen
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 _____ Date _____

Full Name of Vice President or Chancellor

FOR OPRPM USE ONLY

OPRPM COMMENTS:

Recommend Approval.

APPROVED DENIED

M. H. Fenwood
PRESIDENT, UNIVERSITY OF HAWAII

8/19/09
DATE