

**UNIVERSITY OF HAWAII
NOTICE OF EXEMPTION FROM CHAPTER 103D, HRS**

The President, University of Hawaii, is in the process of reviewing the request from UHM Department of Theatre & Dance _____ (Department/Campus) for exemption from Chapter 103D, HRS, for the following goods, services, or construction:

The procurement of authentic costumes from vendor(s) in China.

Vendor: Lu, Genzhang
(If known)
Address: Jiang Dong Bei Lu 91 hao, Dian Ya Da Sha 1803 shi, Nanjing 200036, Jiangsu Province, P.R. China

Term of Contract: (If known)	From:	To:	Cost: \$20,000.00 (est.)
--	--------------	------------	------------------------------------

Direct any inquiries to: Department: UHM Department of Theatre & Dance Contact Name/Title: Elizabeth Wichmann-Walczak, Professor Address: Kennedy Theatre 1771 East-West Road, Room 113 Honolulu, Hawaii 96822	Phone Number: (808) 956-2597 Fax Number: (808) 956-4234
---	--

Date Posted: May 14, 2013

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

REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: Department of Theatre & Dance, University of Hawaii at Manoa
(Department/Program)

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

Description of goods, services, or construction:
Please see attached.

Estimated Cost: \$ 20,000

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

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

UNIVERSITY OF HAWAII
OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

UNIVERSITY OF HAWAII
OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

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

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

Direct questions to: Elizabeth Wichmann-Walczak Phone: 956-2597

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

Paul Mitri
Full Name of Principal Investigator, Department Head, or Administrator
[Signature] 4/30/13
Signature Date

Clayton Omuro
Full Name of Fiscal Officer
Peter Arnade, Dean
[Signature] 4/30/13
Signature Date

APPROVED:
Thomas Apple
Full Name of Vice President or Chancellor
[Signature] 5/18/13
Signature Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

[Signature] APPROVED DENIED
PRESIDENT, UNIVERSITY OF HAWAII
MAY 24 2013
DATE

ATTACHMENT TO REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

Description of goods, services, or construction:

The Department of Theatre and Dance's Asian Theatre program at the University of Hawaii is widely recognized as the finest university-based Asian theatre training and performance program in the world. Its international reputation regularly attracts students from Europe, Asia, the Pacific region, and North America. In order to maintain the uniqueness of the program, as well as the students' and external audiences' expectations, authenticity is a requirement. Thus, the program highlights training students through master artists' residencies and the use of authentic costumes, properties, makeup, and musical instruments in the productions.

Costumes are needed to augment the Department of Theatre & Dance's collection in order to teach, mount, and perform the Jingju (Beijing Opera) play, *Lady Mu and the Yang Family Generals*.

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

The Department of Theatre & Dance will be producing a Jingju (Beijing Opera) play in the Spring of 2014 entitled, *Lady Mu and the Yang Family Generals*. This production requires the use of authentic costumes. A major component of the educational goals of the Asian Theatre program is to provide the students with the opportunity to learn about authentic costumes. For Jingju in particular, in the Chinese 427 course (Chinese Acting Workshop), students will learn to use the different types of Jingju costumes, how they are designed and made, and the significance behind the materials. Authentic costumes have intricate detailed parts, such as wooden flag and headdress holders, and are designed specifically for Jingju movement. Jingju movement is very specific and attention must be paid to every detail and gesture. The costumes must be authentic and made of a certain type and weight of material in order for the movements to be correctly displayed.

The only way to procure authentic costumes is directly from the vendors that produce them in China. However, these vendors do not sell these items to civilians and will only deal directly with individuals associated with Chinese theatre companies. Due to this limitation, the Department of Theatre and Dance will not be able to purchase the required, authentic costumes utilizing the standard methods of source selection and requires the assistance of individuals associated with a Chinese theatre company.

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

The University has identified an individual to assist the University from the Jiangsu Province Jingju Company in China who is well established in the theatre industry as an expert in Jingju (Beijing Opera) costumes. This individual regularly deals directly with, and has established relationships with material vendors and costume factories in China.

In order to ensure that the University is receiving the best possible pricing, this individual will visit various factories and vendors to compare and bargain for the lowest prices possible. In addition, the experience that this individual has in procuring these items, along with the relationships that this individual has already established with various vendors will also help to secure the best possible pricing.

Furthermore, the expertise that the individual has in Jingju (Beijing Opera) costumes will ensure that the costumes are truly authentic, of good quality, and meet the Department of Theatre and Dance's specifications.

Therefore, based on the aforementioned reasons, it would be more practicable and advantageous to solicit a proposal from this individual at the Jiangsu Province Jingju Company.

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

As part of the budget for every production mounted in each yearly Kennedy Theatre season, costs related to the costumes for this training program and production have been discussed and approved at regularly scheduled, formal production meetings. Following those approvals, the Department will coordinate the entire procurement process with the College of Arts & Humanities Fiscal Office and the Fiscal Office will execute the purchase order and other required documents.

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

Paul Mitri, Chairperson, Department of Theatre and Dance
Elizabeth Wichmann-Walczak, Production Director, Beijing Opera
Clayton Omuro, Fiscal Administrator, College of Arts and Humanities
Pamela Taura, Administrative Officer, College of Arts and Humanities