

**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 UH-Hilo Dennis Rose Intercollegiate Invitational Golf Tournament to be held in late October 2017.

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

Term of Contract: (If known)	From: To be determined	To: To be determined	Cost: \$11,000.00 (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: October 5, 2017

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, Hawaii 96822

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 in late October 2017. 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 3 days. Day 1 is a practice round, day 2 is 36 holes and day 3 is 18 holes.

Estimated Cost: \$ 11,000

(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 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.

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(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.

For Patrick Guillen
Full Name of Principal Investigator, Department Head, or Administrator

K. Oda
Signature Date 9/25/17

Carrie Masanda
Full Name of Fiscal Officer

Carrie Masanda
Signature Date 09/26/17

APPROVED:

Marcia Sakai
Full Name of Vice President or Chancellor

Marcia Sakai
Signature Date 9/25/17

FOR OPRPM USE ONLY

OPRPM COMMENTS:

APPROVED DENIED

David Coe
PRESIDENT, UNIVERSITY OF HAWAII

10/17/17
DATE