

**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 a UH-Hilo Intercollegiate Invitational Golf Tournament in February 2015.

Vendor: To be determined
(If known)
Address:

Term of Contract: (If known)	From:	To:	Cost: \$40,000.00(est.)
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Direct any inquiries to: Department: University of Hawaii at Hilo Athletic Department Contact Name/Title: Glen Kagamida, Business Manager Address: 200 West Kawili Street, Hilo, Hawaii 96720	Phone Number: (808) 974-7543 Fax Number: (808) 974-7711
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Date Posted: December 24, 2014

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

'14 DEC 15 P3:22

TO: OFFICE OF PROCUREMENT AND REAL PROPERTY MANAGEMENT

FROM: University of Hawaii at Hilo Athletic Department
(Department/Program)

UH-HILO
BUSINESS OFFICE

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 a UH-Hilo Intercollegiate Invitational Golf Tournament in February 2015. There will be approximately 18 Division II teams from Hawaii and across the mainland United States. The tournament site would be on a prestigious, world-class golf course in west Hawaii Island. The tournament will run for 3 days: Practice round on day 1, then 36 holes on day 2, then 18 holes on day 3. UH Hilo serves as hosts and facilitators.

Estimated Cost: \$40,000.00

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

There would be no real advantage to seeking out the lowest prices because the participating teams pay their own greens fees anyway by way of the entry fee. Standard competitive means would not be practicable because procurement based on seeking the lowest prices could result in a golf course that does not fulfill the goal of hosting a prestigious tournament. A prestigious golf course would make this tournament more attractive to mainland schools. Consideration for the greatest value should be most important.

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

The men's Head Golf Coach will contact golf courses in west Hawaii Island for price quotes. He will formulate a plan that is most reasonable, economical and meets the criteria for a successful, prestigious tournament. He will research at least 3 price quotes from prestigious golf courses on Hawaii Island appropriate for NCAA Division II Intercollegiate tournaments. He will secure a golf course willing to offer discounted rates and 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

The Athletic Director and golf coach will review the requisition and support documents. The requisition and support documents will be forwarded to the Vice Chancellor for Student Affairs for approval. The Fiscal Officers in the UH-Hilo Business Office will review and approve the requisition and support documents. Then the requisition will be processed into a purchase order for the appropriate golf course.


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

Timothy Moore, Interim Athletic Director
Earl Tamiya, Head Men's Golf Coach
Glen Kagamida, Athletic Dept Business Manager
Mason Kuo, Director, UH Hilo Business Services Office

Direct questions to : Glen Kagamida Phone: 932-7171

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

Timothy Moore
Full Name of Principal Investigator, Department Head, or Administrator

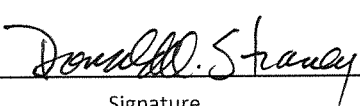
 12/10/14
Signature Date

Mason Kuo
Full Name of Fiscal Officer

 12/15/14
Signature Date

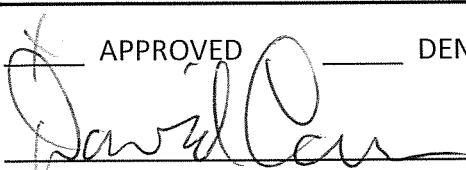
APPROVED:

Dr. Donald Straney
Full Name of Vice President or Chancellor

 12/15/14
Signature Date

FOR OPRPM USE ONLY

OPRPM COMMENTS:

APPROVED DENIED

PRESIDENT, UNIVERSITY OF HAWAII

1/13/15
DATE