

Leilani White

Commerce TX 75428

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Applied contracts and agricultural professional with 20 years of experience working at the intersection of agribusiness, land use, public water utility management, and public-sector regulation. Brings extensive real-world experience translating statutory, regulatory, and contractual requirements into practical guidance.

PROFESSIONAL ACHEIVEMENTS:

- **Employee of the Year 2009** Pacific Missile Range Facility - Manu Kai Employee of the Year Award for process and tracking over 110 Contract Task Orders valued at nearly \$25M
- **2004 East Kauai Water Conservation District – Conservationist of the Year 2004.** For successfully completing the largest-awarded NRCS Conservation Plan in the State of Hawaii.
- **On-the-Spot Award** for coordinating and developing a record number of year-end proposals and cost reconciliations, 2010.
- **On-the-Spot Award** for coordinating and developing a record number of year-end proposals and awards, 2011.
- **On-the-Spot Award** for taking corporate direction in correcting financial cost loads to MIS systems, 2008.
- **On-the-Spot Award** for excellence in processing and for outstanding performance scoring from the customer, 2012.
- **On-the-Spot Award** for outstanding proposal preparation efforts and support in all contracts, 2013.

EDUCATION:

<i>Institution Type:</i>	<i>School/Program/Training:</i>	<i>Certificate Earned:</i>
College	Texas A&M University School of Law	Masters of Legal Studies/ <i>Summa Cum Laude</i>
College	Texas A&M University-Commerce	Bachelors of Science Degree in Agribusiness/ <i>Magna Cum Laude</i>
Certified Training	Certified Texas Contract Developer	Certification
Certified Training	Certified Texas Contract Manager	Certification
Certified Training	ESI Federal Contracting Basics	Certification
Certified Training	ESI Federal Contract Pricing	Certification
Certified Training	Lean Six Sigma Green Belt	Certification
High School	Waimea High School	High School Diploma

Core Competencies

- Agricultural & Agribusiness Law
- Contracts & Risk Management in Agricultural Operations
- Land Use, Zoning & Natural Resources Regulation
- Water Rights, Utilities & Infrastructure Governance
- Public-Sector & Higher Education Contracting (Texas)
- Regulatory Compliance, Statutory Interpretation & Policy Application
- Contract Drafting, Interpretation & Negotiation
- Construction & Infrastructure Contract Law
- Risk Allocation: Indemnity, Insurance & Bonds
- Dispute Avoidance, Claims Mitigation & Resolution
- Ethical Decision-Making & Compliance in Regulated Environments
- Applied Legal Analysis & Practical Problem-Solving

WORK EXPERIENCE:

East Texas A&M University

October 2021 - Current

**Supervisor: Travis Ball, Director of
Procurement - (903) 886-5060**

Position: Associate Director, Procurement Services & Contract Administrator

- Lead contract negotiations supporting academic, operational, capital, and services programs with significant spend and institutional risk
- Partner with Legal Counsel, Risk Management, Finance, and executive stakeholders to resolve complex business and legal issues during contract formation and post-execution administration
- Develop and negotiate custom contract structures, risk allocation provisions, indemnity frameworks, and compliance controls aligned with state-agency requirements
- Serve as a central liaison between business units and Legal to ensure contracts meet policy, audit, and governance standards
- Drive continuous improvement of contract intake, review workflows, templates, and approval processes, improving cycle time and compliance consistency
- Provide guidance and informal mentorship to departments on best practices in deal structuring, risk mitigation, and vendor negotiations
- Conduct in-person and virtual trainings teaching procurement basics and contract management to staff and stakeholders across the institution

Hawaii Management Services, LLC.

2005 – 2008 and 2016-2021

Contact Moana Palama, Owner - (808) 742-9784

Position: Contract Manager & General Partner

- Directed end-to-end contract strategy for land development, capital improvement, utilities, and real estate operations
- Structured and negotiated complex development, consulting, construction, and services agreements, balancing risk transfer, cost containment, and regulatory compliance
- Interface with government offices as necessary (Office of the Mayor, County Council, State

and/or County planning offices, etc.) to navigate zoning, permitting, water rights, and infrastructure approvals.

- Developed and monitored annual budgets, financial commitments, and performance metrics across multiple projects
- Solicit and Manage Contracts and Subcontracts & Procurement.
- Interface with community representatives to ensure accurate public relations' updates are communicated, and resolve disputes and performance issues to maintain project continuity
- Regulate Home-owners' governing documents (CC&Rs, etc.)
- Attend hearings, and Association meetings; prepare meeting minutes.
- Water utility company business management (billing and accounting, ensure systems are kept up with Public Utility Commission standards).

Dillingham Ranch Aina, LLC, *North Shore 'Oahu*

December 2012 – August 2018

Contact: Thia Ly, Vice President – (310) 887-6469

Position: Operations Manager

- Oversaw 2,700+ acres of operational, agricultural, and commercial assets with responsibility for contracts, leases, capital improvements, and a public water utility company.
- Managed large-scale service contracts, leases, and vendor agreements, ensuring alignment with financial objectives and risk controls
- Directed budgeting, forecasting, and cost monitoring for infrastructure and operational initiatives
- Led supplier performance management and issue resolution across diverse stakeholder groups
- Managed the horse boarding facility of 300+ horses on site, essentially growing the facility to Hawaii's largest horse boarding operation, overseeing equestrian facilities, and boarding contracts.

Pacific Missile Range Facility - Manu Kai, LLC

(DoD O&M Contract/Joint Venture of Harris & Ke'aki Technologies, LLC), *Barking Sands, Kaua'i*

February 2008 - January 2013

Direct Supervisor: Robin Ferrier, Business Manager at (530) 721-0470

Position: Contract Specialist & Quality Assurance Specialist

- Managed federal contracts cradle-to-grave, including task orders exceeding \$20M+
- Developed pricing strategies, cost proposals, and wage escalation models subject to DCAA audit and FAR compliance
- Partnered with Legal, Finance, and program leadership to mitigate contractual risk and resolve performance issues
- Maintained contract KPIs, reporting dashboards, and compliance documentation supporting customer reviews and audits
- Supported contract task orders and contract modifications in a highly regulated environment