

EAST HAWAII REGION
NOTICE OF AND REQUEST FOR EXEMPTION
FROM COMPETITON

1. TO: Regional Chief Procurement Officer
 2. FROM: Sam Nelson Senior Contracts Manager

EX 19-0004

Department/Division/Agency

Pursuant to East Hawaii Region Policy PUR 017, the Department requests a procurement exemption to purchase the following:

3. Description of goods, services or construction: Health Systems Informatics has provided specialty services to Hilo Medical Center related to installation of our Electronic Medical Records. They have also provided consultants that can work with our installed EMR on improving Revenue Cycle matters and accounts receivable. They are providing a interim revenue cycle director that is knowledgeable of Meditech our EMR system and can improve Accounts Receivable. We are not aware of another firm that can provide this assistance.	
4. Name of Vendor: Health Systems Informatics Address: 16306 Agate Point Road Bainbridge Island, Washington 98110	5. Price: \$650,000
6. Term of Contract: From: 2/1/19 To: 6/30/20	7. Prior Exemption Ref. No. N/A
8. Explanation describing how procurement by competitive means is either not practicable or advantageous to the State: HMC has consultants from HSi working with the Hospital to manage our Medical Records, assist with programming financial & budget portions of the EMR revenue cycle programs. Their consultants all are experienced in MEDITECH EMR 6.X systems, which makes them perfect fits for our needs. Our current needs fit within this same area and our need is immediate. It is imperative that we get assistance for our Budget Unit as they prepare for further financial participation within the EMR system.	
9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable: As time is of the essence, HMC has looked to HSi to assist with highly qualified consultants for assistance and selected their firm in past competitive solicitations. They have regularly provided us excellent candidates to assist with our EMR programming & training needs. The vendor has an excellent history with East Hawaii Region and has provided well qualified consultants for various needs within our organization to fill the gaps in experienced staff when there are no local firms or staff who have the necessary experience and skills.	

10. A description of the agency's internal controls and approval requirements for the exempted procurement:

East Hawaii Policy requires the use of this form and review by the CFO and sign off by the CEO (acting as Regional Chief Procurement Officer) to approve this exemption. This process safeguards from abuse of these exemptions.

11. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:

Name	Position	Involvement in Process	
Dan Brinkman	East Hawaii Region CEO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Joni Waltjen	East Hawaii Region Interim CFO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Sam Nelson	Senior Contracts Manager	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
		<input type="checkbox"/> Approval	<input type="checkbox"/> Administration

12. Direct inquiries to:

Department: Contracts Management
 Contact Name: Sam Nelson
 Phone Number: 808-932-3113
 Fax Number: (808) 933-2793

13. This exemption should be considered for list of exemptions in to Chapter 3-120, HAR: YES NO
 Agency shall ensure adherence to applicable administrative and statutory requirements

14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*

 Department Head

 Date

Reserved for RCPO/Designee Use Only

15. Date Notice Posted: 12/27/2018 by CF, MA IV

The Head of the Purchasing Agency is in the process of reviewing this request for exemption from East Hawaii Region Procurement Policies. Submit written objections to this notice to issue an exemption from East Hawaii Region Procurement Policies, within seven (7) calendar days or as otherwise allowed from the above posted date to: Regional Chief Procurement Officer

East Hawaii Region
 1190 Waianuenue Ave.
 Hilo, Hawaii 96720

Regional Procurement Officer's comments:

16. **APPROVED** **DISAPPROVED**

 Regional Chief Procurement Officer Date