



9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

This is a specialized service that requires one contractor that can coordinate with the different provider organizations that are eligible to be included in this new program. The contract costs are spread amongst the organizations that are participating in the program. Since costs (and benefits) are shared, the pricing is reasonable. If HHSC went out into the marketplace to find its own standalone vendor via a Request for proposal process, the advantage of shared expense amongst the benefiting programs would be lost. While this vendor is not being selected as part of a competitive process, since the vendor is already selected and under contract with the other eligible programs, HHSC is benefitting from the cost savings of this joint participation.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:  
All requests for procurements are reviewed by the Compliance Officer, the CFO & CEO prior to any work beginning on the Agreements. Once the procurement is complete, both the CFO & CEO again review the final paperwork prior to sign off by HMC.

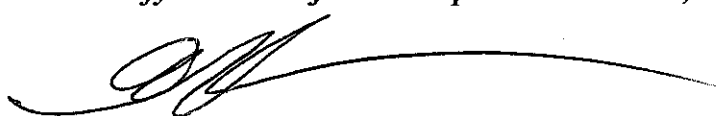
11. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:

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

December 7, 2017  
Date

Reserved for RCPO/Designee Use Only

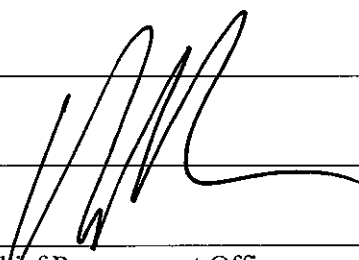
15. Date Notice Posted DEC 07 2017 

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 Waiuanuenue Ave.  
Hilo, Hawaii 96720

Regional Procurement Officer's comments:

16.  APPROVED  DISAPPROVED

  
Regional Chief Procurement Officer

DEC 18 2017  
Date