

EAST HAWAII REGION
NOTICE OF AND REQUEST FOR EXEMPTION
FROM COMPETITON

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

Department/Division/Agency

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

<p>3. Description of goods, services or construction: Hilo Medical Center is seeking a professional services firm to work with Hilo Medical Center to evaluate the management of the Yukio Okutsu State Veterans Home. We are seeking a consultant that has experience and knowledge of similar type operations that can evaluate current performance and help prepare a RFP that will contain contemporary performance metrics.</p>	
<p>4. Name of Vendor: Health Dimensions Group Address:</p>	<p>5. Price: \$45,000</p>
<p>6. Term of Contract: From: 4/10/16 To: 10/31/2017</p>	<p>7. Prior Exemption Ref. No. N/A</p>
<p>8. Explanation describing how procurement by competitive means is either not practicable or advantageous to the State: Health Dimensions Group has expertise in managing and running VA homes and skilled nursing facilities. HDG offers industry-leading expertise in consulting and management services to hospitals, health systems, and post-acute, long-term care, and senior living providers across the nation. HDG's experience includes work with over 800 clients in all 50 states. Through management of its 30 health care properties, HDG has extensive experience with day-to-day operations of skilled nursing facilities, including all matters related to regulatory oversight, Medicare and Medicaid rules and regulations financial accounting, clinical reimbursement, and all business office functions. HDG has performed similar work for HHSC and work has come in within budget and schedule. HDG was the firm that helped set up the original VA management contract and is poised to assist in evaluation of performance and rebid of the management contract.</p>	
<p>9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable: The marketplace was evaluated and no other firm was identified that could provide as comprehensive an assessment or had similar background in VA home evaluation. At the expiration of this contract if future services are needed, the marketplace will be revisited.</p>	

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

Procurements are issued according to East Hawaii Region Policies and procedures which require checks and balances for new procurements and payment approvals. This contract has been reviewed and approved by the CEO of the East Hawaii Region's CEO. This contract includes a termination provision such that services can be terminated at any time if services are not providing value.

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	CEO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Janiece McNichols	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
		<input type="checkbox"/> Approval	<input 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: 808-932-2793

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 _____

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 Waiuanue Ave.
 Hilo, Hawaii 96720

Regional Procurement Officer's comments:

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

 Regional Chief Procurement Officer

 Date