

**EAST HAWAII REGION
NOTICE OF AND REQUEST FOR EXEMPTION
FROM COMPETITON**

1. TO: Regional Chief Procurement Officer
2. FROM: Gary L. Callahan, Senior Contracts Manager

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 ("HMC") has nine (9) medical clinics that offer a variety of medical special services. These clinics have been created and administered by the former Medical Group Practice Director of HMC. As this Director is no longer employed at the Hospital, Administration is in dire need of a detailed assessment of each clinic.</p>	
<p>4. Name of Vendor: Health Systems Informatics</p> <p>Address: 16306 Agate Point Road Bainbridge Island, Washington 98110</p>	<p>5. Price: \$ 150,000.00</p>
<p>6. Term of Contract: From: 9/01/14 To: 12/31/14</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: With the recent departure of the Administrator who has overseen the development of the Hilo Medical Center Clinics, Administration is concerned that there has not been any subjective review of the overall status, production, staffing, and financial situation of each of the current nine (9) clinics. As the Administration is in immediate need of this type of review, this request is being made. This Vendor has proven to be a good source for highly qualified consultants.</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: As time is of the essence, Administration has inquired of current consultants for assistance and selected the most qualified firm who has presented an excellent candidate to conduct these assessments. 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.</p>	

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/CIO and sign off by the CEO (acting as Regional Chief Procurement Officer) to approve this exemption. This process safeguards from abuse of these exemptions.

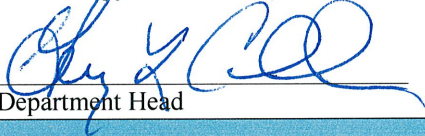
11. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:

Name	Position	Involvement in Process	
Dan Brinkman	East Hawaii Region Interim CEO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Money Atwal	East Hawaii Region CFO/CIO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Gary L. Callahan	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: Gary L. Callahan
 Phone Number: (808) 932-3112
 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

August 29, 2014
 Date

Reserved for RCPO/Designee Use Only

15. Date Notice Posted August 29, 2014

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 _____