

EAST HAWAII REGION
NOTICE OF AND REQUEST FOR EXEMPTION
FROM COMPETITON

EX- 16-0002

1. TO: Regional Chief Procurement Officer
 2. FROM: Gary L. Callahan, Senior Contract 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 is in need of a structural assessment of our facility and guidance from a knowledgeable contractor regarding where we may be able to relocate our MRI machine. Our current MRI sits on the Ground Floor. Administration wishes to move it to a more suitable and accessible location for use.</p>	
<p>4. Name of Vendor: Caffey, Inc.</p> <p>Address: 3018 Big Ridge Road D'Iberville, MS 39540</p>	<p>5. Price: \$ 10,000.00 (est.)</p>
<p>6. Term of Contract: From: 8/20/15 To: 8/19/16</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: Caffey, Inc. is one of the nation's premier provider of nuclear medicine and imaging design and construction. They have been the Contractor of choice in nearly all of our purchases of nuclear med. equipment (linac, CT scanners, and our current MRI) providing the design & construction services for the rooms to house the equipment. They have intimate knowledge of our facility and have provided the majority of the design & construction in our imaging and nuclear medicine departments over the past 12 years. They are currently on site with two current projects & can provide the necessary assessment at a great savings. The time & expense required to issue a solicitation, knowing Caffey, Inc. would be less expensive & more expeditious would only compound the overall cost.</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: East Hawaii Region Policies allow for fair and open competition for all vendors. In this instance, as the encumbent vendor has years of experience with our facility and knows the structure and floor plans as well as our own Facilities & Maintenance staff. No other vendor could come in and be ready to execute this type of project with no "ramp up" time and already have staff on site.</p>	

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

East Hawaii Region has established policies and procedures to ensure that exemptions are not requested or approved without proper justification. East Hawaii consistently follows correct procurement policies and is fair and equitable to all interested parties.

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	Chief Executive Officer	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Money Atwal	Chief Financial Officer	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Gary L. Callahan	Senior Contract 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 11, 2015
 Date

Reserved for RCPO/Designee Use Only

15. Date Notice Posted: August 11, 2015

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 Date