

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

EX #16-0005

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:

3. Description of goods, services or construction:

East Hawaii Region has an urgent need for services provided by consultants that are proficient in the MEDITECH Electronic Medical Records (EMR) system. Our region is in the middle of an upgrade of our EMR System, the 6.15 MEDITECH Pathways Project. We are currently in risk of falling behind on our Project timeline which could jeopardize the upgrade.

4. Name of Vendor: Navin, Haffty & Associates

Address: 1900 West Park Drive, Suite 180  
Westborough, MA 01581

5. Price:

\$600,000.00

6. Term of Contract:

From: 3/01/16

To: 2/28/17

7. Prior Exemption Ref. No.

N/A

8. Explanation describing how procurement by competitive means is either not practicable or advantageous to the State:

HHSC East Hawaii Region is in need of an electronic health record (EHR) consultant to address emergent needs of the 6.15 MEDITECH Pathways Project. The consultant must possess extensive working experience in MEDITECH 6.0 financial and ambulatory applications. The consultant must also have industry knowledge of MEDITECH 6.15 platform. The customer has undergone basic training for MEDITECH 6.15 therefore previous experience is required from the consultant in order to maintain the current project timeline. To address the event of unexpected leave, the customer is requiring the Consultant Firm to have an equivalent substitute for the consultant for the length of the engagement to minimize disruption and ensure consistent project support.

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

There are very few consulting firms that specialize in EMR systems, let alone the MEDITECH system that our facility uses. Once we cover our urgent need, East Hawaii Region will be issuing soon thereafter a new solicitation for additional consulting services specific to our EMR system. It is our intent to contract with multiple vendors in order to ensure we have a ready supply of active consultants and back up consultant services as needed.

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 all exemptions. This process safeguards against any abuse of 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
Gary L. Callahan	Senior Contracts Manager	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Kris Wilson	Director of Project Management	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration

12. Direct inquiries to:  
Department: Project Management  
Contact Name: Kris Wilson, Director  
Phone Number: (808) 932-3802  
Fax Number: (808) 974-4746

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 – Kris Wilson

January 27, 2016  
Date

Reserved for RCPO/Designee Use Only

15. Date Notice Posted January 27, 2016

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 Waiānuenuē Ave.  
Hilo, Hawaii 96720

Regional Procurement Officer's comments:

16.  APPROVED  DISAPPROVED

\_\_\_\_\_  
Regional Chief Procurement Officer Date