

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:

3. Description of goods, services or construction: Hilo Medical Center ("HMC") is working to implement MEDITECH's new Oncology Program into the EMR for HMC's Hawaii Pacific Oncology Center (HPOC). To that end, it is essential that HPOC have temporary assistance from a trained registered nurse who has experience with this program and is qualified to help train HPOC's Radiation Therapists and Oncology staff.	
4. Name of Vendor: Health Systems Informatics Address: 16306 Agate Point Road Bainbridge Island, Washington 98110	5. Price: \$ 150,000.00
6. Term of Contract: From: 11/01/14 To: 10/31/15	7. Prior Exemption Ref. No. N/A
8. Explanation describing how procurement by competitive means is either not practicable or advantageous to the State: Meditech has only recently developed its Oncology component for Eletronic Medical Record system. Due to this fact, and there are few Oncology nurses who have any experience with this oncology system. In order to expedite HMC-HPOC staff's training as HMC implements this new system, HMC wishes to bring in a trained nurse with this very specialized background. Since this need is so very specialized there is only one source that we have found with a person with the complete qualifications needed.	
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.	

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:

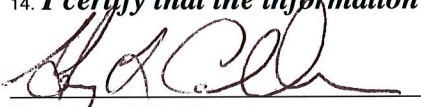
Name	Position	Involvement in Process	
Dan Brinkman	East Hawaii Region Interim CEO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Money Atwal	East Hawaii Region CFO/CIO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Gary L. Callahan	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

October 20, 2014
 Date

Reserved for RCPO/Designee Use Only

15. Date Notice Posted: October 20, 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 Waiianuenu Ave.
 Hilo, Hawaii 96720

Regional Procurement Officer's comments:

16. APPROVED DISAPPROVED

Regional Chief Procurement Officer Date