

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

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: Credentiaing Services of physicians seeking to provide services to the East Hawaii Region.</p>	
<p>4. Name of Vendor: STAR Credentialing, LLC</p> <p>Address: P.O. Box 2489 Ewa Beach, HI 96706</p>	<p>5. Price: \$ 20,000.00</p>
<p>6. Term of Contract: From: 6/12/14 To: 6/11/15</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: HMC MSO needs for the 68 physicians (radiologists) who work for RIA, to be credentialed on or before July 1, 2014. RIA has entered into an agreement with Hawaii Radiologic Associates, Ltd. of Hilo, to provide back up and night reads of images. HMC MSO cannot complete this number of credentials in the given amount of time, so an additional firm is being brought in to complete this work.</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: While there are other firms that may be approached, STAR Credentialing has a history with HMC and understands the internal processes as required by the Medical Staff Office. Using this vendor allows for the least amount of time, for explaining the MSO requirements.</p>	

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

East Hawaii Region does not use exemption from competition lightly. We have procurement policies and procedures that are followed at all time, when practical. The urgent need for the resolution of these services do not allow for any additional time for a procurement.

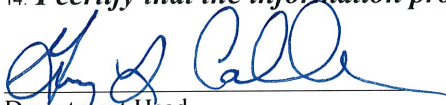
11. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:

Name	Position	Involvement in Process	
Howard N. Ainsley	East Hawaii Region CEO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
	East Hawaii Region CFO/CIO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
	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: Medical Staff Office  
 Contact Name: Jane Furtado  
 Phone Number: (808) 932-3172  
 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

June 9, 2014  
 Date

Reserved for RCPO/Designee Use Only

15. Date Notice Posted June 9, 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 Waiuanue Ave.  
 Hilo, Hawaii 96720

Regional Procurement Officer's comments:

16.  APPROVED  DISAPPROVED

Regional Chief Procurement Officer Date