EAST HAWAII REGION NOTICE OF AND REQUEST FOR EXEMPTION FROM COMPETITON

Regional Chief Procurement Officer

1. TO:

2 FROM: Sam Nelson	n, Senior Contract Manager	E	X 20-0005		
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:					
Search firm providing recruitment placement for a Patient Financial Services Directors (Acute and					
Ambulatory)					
4. Name of Vendor: HUNTER AMBROSE					
Address: 8550 West Desert Inn Road, Suite 102, No. 151			\$45,000		
Las Vegas, Nevada 89117					
6. Term of		7. Prior Ex	emption Ref. No.		
	m: 07/08/2019 To: 12/30/20		19-0010		
8. Explanation describing how procurement by competitive means is either not practicable or advantageous to					
the State: Hunter Ambrose is a retained search firm that specializes in rural healthcare recruitment since 2006.					
The firm has partnered with Critical Access Hospitals and rural organizations in more than 40 states (including					
Hawaii). They specialize in rural placement for healthcare, IT, legal and organizations in Rural America seeking					
recruitment, coaching and consulting services. Hunter Ambrose provides in depth services that include visible work product through a client dashboard, SparkHire one-way video interviews, and community to candidate					
matching, which ensures that firm maintains its 99% retention rate. Hunter Ambrose recruits using strategies					
O ³	atelligence and provides qualified pre-screened cand				
	not been able to find another firm that specializes in		•		
•	tegies. Past firms that have found qualified candida				
	ueness of Hawaii and many candidates have failed t				
	nbrose was able to locate a Health Information Man				
notice. We now need	them to locate two other key positions that are critic	al to the succes	ss of the East Hawaii		
Region. The right candidates are urgently needed.					
9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open					
	able: Direct negotiation with Hunter Ambrose is req				
Contract values are ex	-				
10. A description of the	agency's internal controls and approval requiremen	its for the exem	pted procurement:		
All requests for procurements are reviewed by the CFO & CEO prior to any work beginning on the					
Agreements. Once the procurement is complete, both the CFO & CEO again review the final paperwork prior to					
sign off by HMC.					
11. A list of agency personnel, by position, who will be involved in the approval process and administration of the					
contract:					
Name	Position	Involve	ement in Process		
Dan Brinkman	East Hawaii Region CEO	Approval	Administration		
Joni Waltjen	East Hawaii Region CFO	Approval	Administration		
Sam Nelson	Senior Contract Manager	Approval	Administration		
	Department: Contracts Management				
12. Direct inquiries to:	Contact Name: Sam Nelson, Senior Contract Manager				
1	Phone Number: 808-932-3113				
	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	s, to the best of my knowledge, true at	nd correct.
Department Head – Sam Nelson	12/16/2019 Date	
Reserved for	RCPO/Designee Use Only	注:"我们是是有关的。" 第1
	1	5. Date Notice Posted 12/16 cf
East H 1190 '	exemption from East Hawaii Region Procure	
Regional Procurement Officer's comments:		
16. APPROVED DISAPPROVED		
	Regional Chief Procurement Officer	Date