

**EAST HAWAII REGION**  
**NOTICE & REQUEST FOR SOLE SOURCE**

1. TO: Regional Chief Executive Officer

2. FROM:

Pursuant to East Hawaii Region Policy, PUR 005, the Department requests sole source approval to purchase the following:

3. Description of goods, services, or construction:

Pharmacy Healthcare Solutions (PHS) will provide implementation support services for the East Hawaii Health Pharmacy (EHHP) Specialty Pharmacy Services expansion. This includes, but is not limited to:

- Navigator candidate selection
- Navigator training and clinical support implementation
- Specialty workflow development and optimization
- Patient access and affordability support
- Review of dispensing software selection, implementation, and configuration
- Recommendations for expansion into additional specialty clinics
- Ongoing financial opportunity and performance monitoring

4. Vendor Name: Pharmacy Healthcare Solutions, Ltd. 1300 Morris Avenue Chesterbrook, PA 19087

Address:

5. Price:  
\$ NTE \$400,000.00  
(see details below)

6. Term of Contract: From: 03/01/2024 To: 1/31/2029  
(mm/dd/yyyy)

7. Prior Sole Source Ref No. N/A

8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities:

The services provided involve highly specialized expertise in developing and expanding in-sourced specialty pharmacy services. The unique nature of these services necessitates a vendor with extensive experience and a proven track record in this specific area. The consultant, Pharmacy Healthcare Solutions (PHS), possesses unparalleled expertise and a deep understanding of the intricacies involved in implementing and optimizing specialty pharmacy services. Due to the complexity of the project and the need for seamless integration with existing systems and workflows, it is determined that PHS is the only vendor capable of delivering the required services effectively.

9. Essential Features: How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work:

Pharmacy Healthcare Solutions (PHS) has demonstrated expertise in implementing specialty pharmacy services and has a proven track record of success in similar projects. The services provided by PHS are integral to the success of the East Hawaii Health Pharmacy (EHHP) Specialty Pharmacy Services expansion project, and their unique skill set and experience make them the most suitable vendor for the task. The unique features and capabilities of PHS will allow EHHP to accomplish their work by providing specialized expertise, innovative solutions, customization, efficiency, competitive advantage, and risk mitigation. No other vendor possesses the combination of expertise, experience, and understanding of the project requirements that PHS offers. This is follow on work for a prior contract that was competed.

10: Sole Source No. \_\_\_\_\_

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because:

12. **Direct any inquiries to:**

Department: Contracts

Contact Name/Title: Sam Nelson Regional Compliance and Contracts Officer

13 Phone Number: 808-932-3113

Fax Number:

Expenditure may be processed with a purchase order:  Yes  No If no, a contract must be executed

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, correct and that the goods, services, or construction are available through only one source.*

\_\_\_\_\_  
Department Head (sign and print name)

\_\_\_\_\_  
Date

**Reserved for RCEO/Designee Use Only**

15 Date Notice Posted: \_\_\_\_\_

Submit written objections to this intent to issue a sole source contract within five (5) calendar days or as otherwise allowed from the above posted date to: Regional Chief Executive Officer

East Hawaii Region  
1190 Waiuanue Ave.  
Hilo, Hawaii 96720

16. Regional Chief Executive Officer's comments:

17.

- APPROVED     DISAPPROVED
- NO ACTION REQUIRED

---

Regional Chief Executive Officer                      Date

**PHASE 2: OUTPATIENT / AMBULATORY / SPECIALTY PHARMACY OPERATIONS AND CONSULTING**

<p><u>Task 1</u>  <i>Since Client hired its own PIC, Consultant will not bill any fees under Phase 2, Task 1.</i></p>													
<p><u>Task 2: Ambulatory Pharmacy Management and Business Optimization; Task 3: Specialty Pharmacy Implementation and Support; and Task 4: Specialty Consulting</u>  <i>Consultant will invoice Client one fee for the services provided under Tasks 2, 3, and 4 of Phase 2, which will be invoiced on a monthly basis.</i></p>	<p align="center"><b>\$10,000 / mo for the period beginning February 1, 2024 through January 31, 2025</b></p> <p align="center"><b>\$7,500 / mo beginning February 1, 2025 through the end of the Term</b></p>												
<p><u>Task 5: URAC and ACHC Accreditation Support</u>  <i>Consultant will invoice the Phase 2, Task 5 fees based on completion of the following milestones:</i></p> <table border="1" data-bbox="248 793 1154 982"> <thead> <tr> <th><b>Milestone</b></th> <th><b>Invoiced Amount</b></th> </tr> </thead> <tbody> <tr> <td><i>Completion of Kick-Off Meeting for the Services</i></td> <td align="center"><i>\$5,000</i></td> </tr> <tr> <td><i>Completion of Gap Analysis</i></td> <td align="center"><i>\$5,000</i></td> </tr> <tr> <td><i>Completion of the URAC Desktop Submission</i></td> <td align="center"><i>\$10,000</i></td> </tr> <tr> <td><i>Completion of the ACHC Survey</i></td> <td align="center"><i>\$2,500</i></td> </tr> <tr> <td><i>Completion of the URAC Survey</i></td> <td align="center"><i>\$2,500</i></td> </tr> </tbody> </table>	<b>Milestone</b>	<b>Invoiced Amount</b>	<i>Completion of Kick-Off Meeting for the Services</i>	<i>\$5,000</i>	<i>Completion of Gap Analysis</i>	<i>\$5,000</i>	<i>Completion of the URAC Desktop Submission</i>	<i>\$10,000</i>	<i>Completion of the ACHC Survey</i>	<i>\$2,500</i>	<i>Completion of the URAC Survey</i>	<i>\$2,500</i>	<p align="center"><b>\$25,000</b></p>
<b>Milestone</b>	<b>Invoiced Amount</b>												
<i>Completion of Kick-Off Meeting for the Services</i>	<i>\$5,000</i>												
<i>Completion of Gap Analysis</i>	<i>\$5,000</i>												
<i>Completion of the URAC Desktop Submission</i>	<i>\$10,000</i>												
<i>Completion of the ACHC Survey</i>	<i>\$2,500</i>												
<i>Completion of the URAC Survey</i>	<i>\$2,500</i>												
<p><u>Task 6: General Consulting Services</u>  <i>Phase 2, Task 6 fees will be invoiced on a monthly basis for the Phase 2, Task 6 services provided in the prior month.</i></p>	<p align="center"><b>\$345 / hour</b></p>												