

**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: Consulting services to assist Hilo Medical Center with the Skilled Nursing Facility Delayed Recertification Project.</p>	
<p>4. Name of Vendor: SH Consulting, Inc. Address: 200 N. Vineyard Blvd., Suite A-320 Honolulu, Hawaii 96817</p>	<p>5. Price: \$ 50,000.00</p>
<p>6. Term of Contract: From: 10/15/14 To: 10/14/15</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: This recertification must be completed in a short timeframe. There is not sufficient time to allow for a solicitation to bring in multiple vendors who have little to no knowledge of our facility. SH Consulting, Inc. has a long history of projects with HMC over the past dozen years. They will not need the "ramp up" time that any other vendor would require. Their assistance will be directed on the recertification requirements immediately upon contract start up.</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: 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.</p>	

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 checked="" type="checkbox"/> Approval	<input 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, Senior Contract Manager
 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 – Gary L. Callahan

11/28/14
 Date

Reserved for RCPO/Designee Use Only

15. Date Notice Posted 11/28/14

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 Waiianuenue Ave.
 Hilo, Hawaii 96720

Regional Procurement Officer's comments:

16. APPROVED DISAPPROVED

Regional Chief Procurement Officer Date