

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: Emergency Department Physician Call services & call services for Long Term Care patients. <div style="text-align: center; padding: 10px;"> P.O. Box 1266 Kailua, Hawaii 96734 </div>	
4. Name of Vendor: Hawaii Emergency Physicians Associated, Inc. Address: P.O. Box 1266 Kailua, Hawaii 96734	5. Price: \$ 225,500.00
6. Term of Contract: From: 4/12/17 To: 7/12/17	7. Prior Exemption Ref. No. N/A
8. Explanation describing how procurement by competitive means is either not practicable or advantageous to the State: Our need is for an interim Agreement to cover the time necessary for a new solicitation to be conducted. The current contract is set to expire on April 12 th , and we need at least until the middle of June to complete the solicitation process.	
9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable: HEPA was selected through a competitive process which was fair and equitable to all vendors. This current need is immediate and there is no time to conduct a competitive process for a 3 month agreement.	

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

East Hawaii Region as complete checks and balances to ensure all vendors receive fair treatment in a solicitation. Our policies spell out the legal review process once an agreement is drafted to ensure the contracts meet legal requirements & compliance requirements as well.

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	CEO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Janiece McNichols	CFO	<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

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

3/23/17
Date

Reserved for RCPO/Designee Use Only

15. Date Notice Posted 3/23/17

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