

EAST HAWAII REGION
NOTICE & REQUEST FOR SOLE SOURCE

1. TO: Regional Chief Executive Officer
2. FROM: Chantel Woods

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: Serving the medically underserved community of Hilo and the East Hawaii Region under the Hawai'i Health Systems Corporation (HHSC), we are reaching out in need of key healthcare providers. A need exists for many Locum Tenens Physician Specialties vital to enhancing access to high-quality specialty care for our diverse island population. As part of the HHSC East Hawaii Region, our facilities are focused on delivering compassionate, patient-centered care.

4. Vendor Name: FOSTER CROWN LLC. Address: 38 S. Main Street, STE # 1020, Oconomowoc, WI 53066	5. Price: Varied \$ per placement
6. Term of Contract: From: <u>06/15/2025</u> To: <u>06/14/2028</u> (mm/dd/yyyy)	7. Prior Sole Source Ref No. <u>N/A</u>

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

As a medically underserved area, our region faces unique healthcare challenges, and the specialties we are seeking—Multiple Locum Tenens Physician specialty providers as we have difficulties recruiting and retaining providers. We are looking for dedicated locum tenens physicians who are not only clinically skilled but also committed to serving in a community where their expertise will have a significant impact.

9. Essential Features: How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work: FOSTER CROWN LLC is a boutique healthcare recruitment firm, with a specialization in challenging locums tenens physician placements. With a global reach and extensive experience, FOSTER CROWN LLC has outlined success in securing Locums physicians for some of the most difficult-to-find positions. The varied per assignment fee structure proposed by this firm is both reasonable and competitive, particularly given the level of service and expertise they provide.

10: Sole Source No. #25-0479

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because: While we currently maintain agreements with other recruitment firms, for these types of specialized needs, these engagements have not produced measurable or satisfactory results to date.

12. Direct any inquiries to:

Department: Contracts Department

Contact Name/Title: Frank Schneider, Sr. Contracts Manager

13 Phone Number: 808-932-3112

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.*

LS

Lisa Shiroma

07/03/2025

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 Waiānū Avenue
Hilo, Hawaii 96720

16. Regional Chief Executive Officer's comments:

17.

☐ APPROVED ☐ DISAPPROVED

☐ NO ACTION REQUIRED

Regional Chief Executive Officer

Date