

EAST HAWAII REGION
NOTICE & REQUEST FOR SOLE SOURCE

1. TO: Regional Chief Executive Officer
2. FROM: Stephen Reidy

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:
Executive Team Training

4. Vendor Name: Navvis & Company LLC (MEDI)
Address: 555 Maryville University Drive, Suite 240 St. Louis MO
63141

5. Price:
\$ 136,200.00

6. Term of
Contract: From: 9/1/26 To: 8/30/27
(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:

This vendor of executive coaching services has experience working with Hawaii healthcare executives and is familiar with the unique challenges of island healthcare. This experience make it substantially more likely that the vendor will deliver effective coaching services for the executive staff

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

Experience with Hawaii Healthcare Executives

10: Sole Source No. 27-0011 _____

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

Other sources lacked identifiable experience with Hawaii Healthcare executives

12. **Direct any inquiries to:**

Department: Contracts

Contact Name/Title: Regional Compliance and Contracts Officer

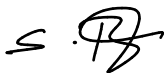
13. Phone Number: 808-932-3113

Fax Number: 808-933-2793

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.*



07/10/2026

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 Waiānuenue Ave.
Hilo, Hawaii 96720

16. Regional Chief Executive Officer's comments:

17.

☐ APPROVED ☐ DISAPPROVED

☐ NO ACTION REQUIRED

Regional Chief Executive Officer

Date