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STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

TO: Chief Procurement Officer

FROM: Health/FHSD/CSHNB

Name of Requesting Department

Pursuant to HRS §103D-306 and HAR chapter 3-122, Subchapter 9, the Department requests sole source approval to purchase the following:

1. Describe the goods, services, or construction to be procured.

Licensing fee, processing, and preparation of Hawaii birth defects data for hospital and emergency department admissions/discharges for 2001-2013, and provision of these data to DOH. Data are for all hospital and emergency room visits with at least one of the specified ICD-9 codes that indicate potential birth defects, for children up to age 1 year.

2. Vendor/Contractor/Service Provider Name:

Hawaii Health Information Corporation

3. Amount of Request:

\$7,000.00

4. Term of contract (shall not exceed 12 months), if applicable:

18 dk 9.5.14
From: 8/1/2014 To: 7/31/2015

5. Prior SPO-001, Sole Source (SS) No.:

6. Describe in detail the following:

a. The unique features, characteristics, or capabilities of the goods, service or construction.

Hawaii Health Information Corporation (HHIC) is the only source of complete statewide hospital and emergency department admissions/discharge data that can be used to identify the number of cases annually where a birth defect is potentially present and within certain subgroups such as county or residence, insurance, hospital charges, length of stay, and other indicators, for 2001 to 2013.

b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department

Discharge data are the records of what conditions were present during a hospitalization event. All Hawaii Hospitals submit their discharge data to HHIC for editing, validation, and processing (for submission to Federal payers). HHIC data are the only source of complete statewide hospital and emergency department admission/discharge data. Analysis of these data will enable the DOH to respond with current data to inquiries from the public on birth defects in the state, and to examine birth defects risks and outcomes.

7. Describe the efforts and results in determining that this is the only vendor/contractor/service provider who can provide the goods, services or construction.

All Hawaii Hospitals submit their discharge data to HHIC for editing, validation, and processing (for submission to Federal payers). HHIC data is the only source of cleaned, edited hospital admission/discharge data for Hawaii.

8. Alternate source. Describe the other possible sources for the goods, services, or construction that were investigated but did not meet the department's needs.

There are no alternate sources of complete statewide data on birth defects from 2001 to 2013. The Hawaii Birth Defects Program only has complete abstracted data for birth defects up to 2005, and its data do not include insurance, hospital charges, multiple visits, and other data that are available in the HHIC hospital and emergency department admission/discharge data.

9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

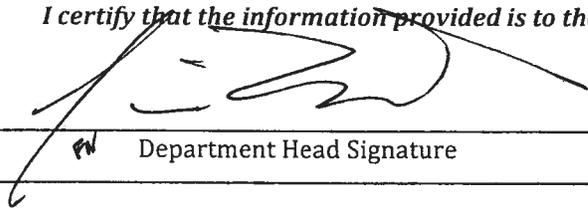
*Point of contact (Place asterisk after name of person to contact for additional information).

Name	Division/Agency	Phone Number	E-mail Address
Gordon Takaki	DOH/FHSD	733-8365	gordon.takaki@doh.hawaii.gov

Department shall ensure adherence to applicable administrative and statutory requirements, including HAR chapter 3-122, Subchapter 15, Cost or Pricing Data if required.

All requirements/approvals and internal controls for this expenditure is the responsibility of the department.

I certify that the information provided is to the best of my knowledge, true and correct.



Department Head Signature

AUG 14 2014

Date

For Chief Procurement Officer Use Only

Date Notice Posted: 8-19-14

Submit written objection to this notice to issue a sole source contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

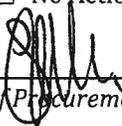
Chief Procurement Officer (CPO) Comments:

Request is approved with the understanding that Hawaii Health Information Corporation is the only source that collects, maintains, and can disseminate medical record data from hospitals in the State of Hawaii.

This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply(i.e. vendor is required to be compliant on the Hawaii Compliance Express) and award is required to be posted on the Awards Reporting System. Copies of the HCE certificate and awards posting are required to be documented in the procurement/contract file.

If there are any questions, please contact Donn Tsuruda-Kashiwabara at 586-0565, or donna.tsuruda-kashiwabara@hawaii.gov.

Approved Disapproved No Action Required



Chief Procurement Officer Signature

10/6/14

Date