



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

12 MAR 22 A11 :29

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: Health/EMSIPS Branch/Hospital Preparedness Program
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.
Plan, develop, and maintain a statewide hospital preparedness system to include all of Hawaii's hospitals and licensed healthcare facilities to build upon previous years' work on medical surge capabilities through planning, acquisition of equipment and supplies, and training exercising of personnel in accordance with the Hospital Preparedness Program (HPP) Federal Cooperative Agreement Grant Year 2012.

Table with 2 columns: Vendor/Contractor/Service Provider Name, Amount of Request, Term of contract, Prior SPO-001, Sole Source (SS) No.
Hawaii Hospital Education and Research Foundation
est. \$1,500,000
From: 7/1/2012 To: 6/30/2013
11-054D

6. Describe in detail the following:
a. The unique features, characteristics, or capabilities of the goods, service or construction.
The Hawai'i Hospital Education and Research Foundation (HHERF) is an affiliate of the Healthcare Association of Hawai'i (HAH), which is the sole organization representing all of Hawai'i's hospitals. HAH has within its operating structure an Emergency Management Committee (EMC) responsible for fostering mutual support, integration and coordination, and development of emergency management activities amongst all of Hawai'i's hospitals and other HAH coalition members including acute care, long-term care, and home care facilities.
b. How the unique features, characteristics or capabilities of the goods, service or construction are essential for the department to accomplish its work.
According to the HPP federal cooperative agreement, hospitals and other healthcare provider organizations must be able to work not only within their own facilities, but as a coordinated, integrated response system during a medical and public health emergency. The HHERF shares the same board members with the HAH as the members of both organizations are the same hospitals and health systems in Hawaii. The EMC coalition members within HAH is the most essential feature for the Department to meet requirements of the federal cooperative agreement and to accomplish its work.

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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.

The HHERF organization and its affiliate, HAH, is commonly known to the Department as the sole organization representing all of Hawaii's hospitals statewide and whereas it is mutually beneficial for hospitals and healthcare systems to work collaboratively to ensure favorable public health and medical outcomes, the HHERF is the provider who can provide the required service. Approximately 90% of Hawaii's hospitals are private entities that play a critical role in supporting the state's public health and medical needs in the community.

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.

Due to the existence of the EMC coalition structure within HAH, out of state providers were not considered suitable.

9. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) appropriate written delegated procurement authority; 2) completed mandatory training; and 3) who SPO may contact for follow up inquiry, if any.

(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	E-mail Address
Laura Arcibal	EMSS/HPP	808-587-5768	Laura.Arcibal@doh.hawaii.gov
Terry Joyce	EMSS	808-733-9217	terry.joyce@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


Date

For Chief Procurement Officer Use Only

Date Notice Posted: 3-22-12

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:

Approval is based on the information provided that Hawaii Hospital Education and Research Foundation (HHERF) is an affiliate of the Healthcare Association of Hawaii (HAH), which is the sole organization representing all of Hawaii's hospitals. Sole source contracts in excess of \$100,000 require cost or pricing data pursuant to HAR chapter 3-122, subchapter 15. 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.

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

Approved

Disapproved

No Action Required

Donn Tsuruda-Kashiwabara
Chief Procurement Officer Signature

4/12/2012
Date