



STATE PROCUREMENT OFFICE
NOTICE & REQUEST FOR SOLE SOURCE

'13 APR -3 AIO:18

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer
FROM: Health/Disease Outbreak Control Division/Bioterrorism Prep
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/healthcare preparedness system that includes all of Hawaii's hospitals and licensed healthcare facilities, and build upon the previous years' work on medical surge capabilities through planning, acquisition of equipment and supplies, and training exercises of personnel in accordance with the 2013-2014 Hospital Preparedness Program (HPP) federal cooperative agreement, this is the second year of the five year project period (project from 2012-2017).

Table with 2 columns: Vendor/Contractor/Service Provider Name, Amount of Request, Term of contract, 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.
The 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. HAH has within its operating structure, an Emergency Management Committee (EMC) that is responsible for fostering mutual support, integration, and coordination, and the development of emergency management activities amongst all of Hawaii'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
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. HHERF shares the same board members with the HAH, since the members of both organizations are the same hospitals and health systems in Hawaii. Having the EMC coalition members within HAH under its control, is the most essential feature for the Department of Health (DOH) in order for it to meet its requirements under the federal cooperative agreement and to accomplish its mission.

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 well known to the DOH as the sole organization representing all of Hawaii's hospitals statewide. Although it is mutually beneficial of hospitals and healthcare systems to work collaboratively to ensure favorable public health and medical outcomes, the HHERF is the only provider who can coordinate the required effort. Approximately 90% of Hawaii's hospitals are private entities and play critical roles in supporting the DOH's public health and medical needs within 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.

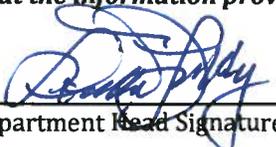
9. Identify the primary responsible staff person(s) conducting and managing this procurement. (Appropriate delegated procurement authority and completion of mandatory training required.)

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

Name	Division/Agency	Phone Number	E-mail Address
Tammie Wong <i>W</i>	DOCD/Health	808-587-6599	tammie.wong@doh.hawaii.gov
James Wasa*	DOCD/Health	808-586-8305	james.wasa@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

*4/2/13*  
\_\_\_\_\_  
Date

**For Chief Procurement Officer Use Only**

Date Notice Posted: 4/3/13

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 for the period 07/01/13 to 06/30/14 and is based on the department's representation that the Hawaii Hospital Education and Research Foundation is an affiliate of the Healthcare Association of Hawaii, 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 and is required to be documented in the procurement/contract file. 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 Wendy Ebisui at 586-0563, or [wendy.mo.ebisui@hawaii.gov](mailto:wendy.mo.ebisui@hawaii.gov).

Approved

Disapproved

No Action Required

*Arund. Fisher*  
Chief Procurement Officer Signature

5/9/2013  
Date