

## HAWAII HEALTH SYSTEMS CORPORATION NOTICE OF AND REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS

EX Number: EX-108

**1. TO:** Chief Procurement Officer

**2. FROM:** Juanita Lauti, Director of Human Resources, HHSC

Department/Division/Agency Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

**3. Description of goods, services or construction:** Hawaii Employers Council (HEC) provides membership to HHSC through which HHSC obtains unique labor relations services such as pay rate information, personnel forms, policies and numerous resource publications.

**4. Name and Address of Vendor:** Hawaii Employers Council  
P.O. Box 29699, Honolulu, HI 96820-2099

**5. Price:** \$ 27,500/annually

**6. Term of Contract:** From:04/01/18 To: 03/31/19

**7. Prior Exemption Ref. No.**

**8. Explanation describing how procurement by competitive means is either not practicable or advantageous to the State:** It is not advantageous to the State to undertake a competitive procurement because continuing membership in this association offers unique services related to new and existing Hawaii State and federal laws, Hawaii State and federal court cases, and state and national labor movements. Other labor and employment advisory vendors exist but none are uniquely qualified to support the needs of HHSC; an agency of the State of Hawaii.

**9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:** It is not practicable to follow a competitive process when obtaining the unique services of this association.

**10. A description of the agency's internal controls and approval requirements for the exempted procurement:**  
This exemption shall be from HRS, Section 103D-303, and all other guidelines, rules and policies under chapter 103D shall be upheld. HHSC policies and procedures will be followed and periodic reviews of contract action will be performed.

**11. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:**

Name	Position	Involvement in Process	
Juanita Lauti	Chief Human Resources Officer	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Alison Stransky	Sr. Contract Mngr.	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Edward Chu	Corporate CFO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration

12. Direct inquiries to:

Contact Name: Juanita Lauti, Director of Human Resources  
Phone Number: 808-733-4152

Agency shall ensure adherence to applicable administrative and statutory requirements

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

  
Department Head (Print: Juanita Lauti)

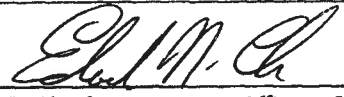
11/23/18  
Date

14. Date Notice Posted: 1/24/18

The CPO is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven (7) calendar days or as otherwise allowed from the above posted date to: Chief Procurement Officer, HHSC, 3675 Kilauea Ave., Honolulu, Hawaii 96816

Chief Procurement Officer's comments:

15.  APPROVED  
 DISAPPROVED:  
 NO ACTION REQUIRED

  
HHSC Chief Procurement Officer - Signature

2/7/18  
Date