

**HAWAII HEALTH SYSTEMS CORPORATION
NOTICE & REQUEST FOR SOLE SOURCE**

1. TO: Chief Procurement Officer

2. FROM: Dawn Hirakawa
Department/Division/Agency

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

3. Description of goods, services, or construction: Institutional review board oversight services for research studies involving non-exempt human subjects research.	
4. Vendor Name: Western Institution Review Board Address: 3535 Seventh Avenue, S.W. Olympia, WA 98502-5010	5. Price: \$45,000
6. Term of Contract: From: <u>07/18/11</u> (mm/dd/yyyy) To: <u>7/17/16</u>	7. Prior Sole Source Ref No. <u>NONE</u>
8. Feature: The good, service, or construction has the following unique features, characteristics, or capabilities: Prior Vendor hired to provide IRB services is no longer providing required services. Contract expired a month ago while replacement Vendor was being sought. IRB services are required by law and currently there is only one other Vendor, Western Institutional Review Board, Inc., who is able to provide the required services to HHSC.	
9. Essential Features: How the unique features, characteristics, or capabilities are essential for the agency to accomplish its work: IRB services are required by law and performed in compliance with federal and state regulations. These services also help protect the rights and welfare of "human subjects" as defined by 21 CFR Section 56.02(e) and 45 CFR Section 46.102(f). Currently, the only Vendor available to perform required services is Western Institutional Review Board, Inc.	

10: Sole Source No. SS11-004

PUR Form 001 (Spo 01) 11/06

11. Alternate source. The following other possible sources for the good, service, or construction were investigated but do not meet our needs because: There are no other alternate sources.

12 Direct any inquiries to: Department: <u>Contracts</u> Contact Name/Title: <u>Dawn Hirakawa</u>	13 Phone Number: <u>733-4170</u> Fax Number:
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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.*

Alice Hall *Alice Hall* 6/30/11
Department Head (sign and print name) Date

Area for CPO/Delegated User

* Document posted AT CORPORATE OFFICE on 7/8/11 15 Date Notice Posted: 7/8/11

Submit written objections to this intent to issue a sole source contract within seven calendar days or as otherwise allowed from the above posted date to: Chief Procurement Officer
HHSC
3675 Kilauea Ave.
Honolulu, Hawaii 96816

16. Chief Procurement Officer comments:

17. APPROVED DISAPPROVED
 NO ACTION REQUIRED

Chief Procurement Officer Date