

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

EX Number: EX-191

1. TO: Chief Procurement Officer

2. FROM: A.A. Stransky on behalf of HHSC Corp. HR

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: "Sick Call & Employee Fitness for Duty Evaluations"

**4. Name and Address of Vendor: Melissa Villalon, Psy.D.
Clinical & Forensic Psychologist and Human Resources Consultant
1314 S. King Street, Suite #662
Honolulu, Hawaii 96814**

5. Price: \$30,000 plus tax

6. Term of Contract: From: June 1, 2021* To: May 31, 2026

**7. Prior Exemption Ref. No.
EX-160**

**8. Explanation describing how procurement by competitive means is either not practicable or advantageous to the State:
Past RFPs for this healthcare provider service have been unsuccessful in identifying willing, qualified providers. Generally, licensed clinical psychologists and physicians do not respond to RFPs or other types of public solicitations.
Melissa Villalon, Psych. D. has responded to HHSC's request for services and has maintained an HHSC agreement since 2017. It is critical for hospital operations that HHSC has continuous and readily available access to qualified healthcare providers capable of providing employee fitness-for-duty evaluations.**

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable: HHSC includes this service in its on-going posting/solicitation for Professional Services.

**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:

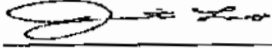
Name	Position	Involvement in Process	
Alison Stransky	Corp. Contracts Mngr.	<input type="checkbox"/> Approval	<input checked="" type="checkbox"/> Administration
Joyce M. Tamori	Chief Financial Officer	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration
Edward N. Chu	Pres. & CEO	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Administration

12. Direct inquiries to:

Contact Name: Alison Stransky
Email: Astransky@hhsc.org

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 (Juanita Lauti, Delegated CPO Authority)

May 14, 2024

Date

14. Date Notice Posted: 5-14-24

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



Juanita Lauti, Delegated CPO Authority
VP & Chief Human Resources Officer

May 21, 2024

Date